



Lostwithiel Museum Association, 16 Fore Street, Lostwithiel, Cornwall PL22 0BW

Dear LMA Member

The Lostwithiel Museum Association Committee has recently decided that the LMA should apply to the HMRC for Gift Aid. According to our records, it is anticipated that at least £300 pa would be available and claims for some previous years may be possible as well. We confirm that the LMA has been accepted as a charitable organisation by the HMRC as from June 2018. Now we need your help and support to be able to make our Gift Aid claim.

We therefore request that all LMA members complete the 2019 Membership Application Form (overleaf) and that all LMA members who are eligible UK taxpayers also complete the Gift Aid Declaration Form (below). On receipt of your completed Gift Aid Declaration Form, the LMA will be able to claim an additional 25p for every pound paid as annual subscription and donation.

However, the more significant benefit to the LMA will be that as the number of Gift Aid donations made via the Gift Aid Declaration Forms increases, the Gift Aid that can be claimed on the casual donations given by visitors to the Museum via the Gift Aid Small Donations Scheme also increases. We would be grateful if you complete these forms as appropriate and return them to the Membership Secretary at the Museum at the above address. Thank you.

Christine Walton  
Chairman

October 2018

**GIFT AID DECLARATION FORM: Lostwithiel Museum Association**

*If you are a UK taxpayer and eligible to Gift Aid your annual subscription and donation, please complete the form below and return it to the Membership Secretary at the Museum, 16 Fore Street, Lostwithiel, Cornwall PL22 0BW.*

Please treat as Gift Aid donations all qualifying gifts of money made from the date of this Declaration and in the past four years. I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

Title: ..... Full Name: .....

Address: .....

..... Post Code: .....

Signature: ..... Date: .....

NOTES: 1. Please notify the Membership Secretary if you a) wish to cancel this Declaration; b) change your name or home address; c) no longer pay sufficient tax on your income and/or capital gains. Gift Aid is linked to basic rate tax, currently 20%, which allows charities to reclaim 25p for every £1 donated. 2. If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment Tax Return or ask HMRC to adjust your tax code.

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