Gift Aid Donation Information.

 **The below information is intended to act as a guide to those who might want to considering enrolling in the charitable giving at Mass offertory via gift aid donation; thus benefiting the Parish via enhanced payment by HMRC. (Her Majesty’ Revenue and Customs).**

1. Meaning of GAD? Gift Aid Donation and Gift Aid Declaration.
2. Gift Aid Donation? Government scheme applicable to registered charities (our Parish) which allows participants to enhance their donation by allowing the charity to claim a further 25% of the donation from HM Revenue and Customs.
3. Example: You donate £100. The charity (Our Parish) claims a further 25%. Your gross contribution is £125; a significant amount. Historically our Parish has made significant gains to the tune of several thousands of pounds. Unfortunately to-date the number of participants in our parish has declined from a high of 60 to 34.

The purpose of this information is to attempt to increase the numbers of us who participate.

1. Who is eligible to participate? Any person who is paying either Income tax or capital gains tax; either or both. The amount of tax paid each year must be equal to the amount of charitable donation. You must sign to say that you will do so; there are very few people who do not pay income tax, most age groups are affected.
2. Gift Aid Declaration? A simple form setting out some detail; name address, post code, a declaration, a date and a signature. Kept on record by the Parish to allow the Diocese to make an annual claim on your offertory donation. A record is kept of individual donations and annualised.
3. How do you donate your offertory collection? There are in principle two ways of making a donation. Firstly by bank standing order. Simply complete a simple Standing Order mandate, stipulating amount to be paid each month (or other frequency). Or by Gift Aid envelopes, you will get a series of envelopes covering each week of the year; simply put your weekly offertory donation in the envelope and place it on the collection plate during Mass. There are one off envelopes for visitors (yellow) simply put your name, address and post code on the envelop, place the offertory donation inside and pop it on the plate.
4. What about other donations. GAD is not just applicable to Mass collections; if you are making a charitable donation to the Church then as long as the participant meets the criteria it can be gift aided.
5. What next: Please consider the process and participate, to ensure your valued financial resource goes further. There are information packs at the back of both our Mass centres; St Brides, Saundersfoot and St Teilos Tenby. It will contain a Gift Aide Declaration form, a Standing Order mandate form and a form which requires you to indicate whether you prefer to participate via Standing Order or Envelope. We can then get envelopes to you once we have received the completed Gift Aid declaration. Along with simple instruction on what to do next. You can also access the gift aid declaration form via our parish web site. Simply complete and return to the Presbytery along with your preferred method of payment (Standing Order or Envelopes), we will then complete the process with you.

If You have any questions please contact the Parish via our Parish e-mail address accessible via the web site.

Helpful Information: [www.gov.uk/claim-gift-aid/gift-aid-declarations](http://www.gov.uk/claim-gift-aid/gift-aid-declarations)