

## Help us to make your donation go further

I want Longfield to reclaim the tax on my donation(s) and confirm that I have paid at least 25p UK income tax or capital gains tax for each £1.00 I have donated. Longfield will receive 25p for each £1.00 donated under Gift Aid. This means for instance that every £10.00 raised becomes £12.50 – at no extra cost to you! Just think what a difference that can make.

### By completing this form you are confirming that:

- You wish Longfield to claim tax on all donations you make in the future or have made in the past 4 years.
- You are a UK taxpayer and understand that if you pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all your donations in that tax year it is your responsibility to pay any difference.
- You wish Longfield to act as your agent in selling the goods you have brought into the shop, at a rate of 1% commission + VAT
- You are not acting as a business in bringing goods in for sale to any shops belonging to Longfield.

Any goods which cannot be sold will be recycled and cannot be returned to the donor. We reserve the right to terminate the agency agreement at any time.

### For completion by donor

Title	<input type="text"/>	First Name	<input type="text"/>	Surname	<input type="text"/>
Home address		<input type="text"/>			
Town		<input type="text"/>			
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Tel. <input type="text"/>
Email	<input type="text"/>				
Signature	<input type="text"/>	Date	<input type="text"/>		

**Please hand this form into one of our shops with your donated goods and you will receive your personal Gift Aid ID card for use with future donations.**

### Protecting your personal data

**Before we make any Gift Aid claim Longfield will write to you to inform you of the money raised from the sale of your goods once sufficient items have been sold. You can then choose to retain or donate those proceeds to Longfield.**

Your details will be shared with HMRC in order to enable us to make a Gift Aid claim. If you have provided an email address, we will inform you by email of any Gift Aid claim before it is made. If the email fails, we will need to inform you by post.

From time to time we would like to keep you informed about the work of Longfield in helping people live well throughout their illness from diagnosis onwards. If you would like to hear about our latest news, events, appeals and ways you can support our life changing work please tick the boxes below to indicate your preference in how you want to hear from us.

Post: ☐ Yes ☐ No    Email: ☐ Yes ☐ No    Telephone: ☐ Yes ☐ No    SMS: ☐ Yes ☐ No

Hospice care is about helping people to live well throughout their illness from diagnosis onwards, and not just about care in the last days of life. Any potentially life-limiting illnesses can be catered for. Longfield provides this support within a friendly and relaxed environment and extends this welcome to family members and carers as well as to the patients themselves.

Registered charity no. 298627

[www.longfield.org.uk](http://www.longfield.org.uk)