

### Help our nurses provide advice and support.

Guidance for guests

### Write your full name

To claim Gift Aid, the form must be clearly completed in your handwriting.

### Fill in home address and postcode

Please do not include your work address as HMRC need to know where you live to claim Gift Aid.

#### Avoid ditto marks

Unfortunately, we can't claim Gift Aid on your donation if you use ditto marks (") on the form.

### Write down your donation

The most important bit - how much would you like to give to Macmillan?

### Tick the Gift Aid box

If you've read the declaration and are happy to include Gift Aid, please tick the box.

### Complete using the same details that you registered with:

Full name

Organisation

1st line of address

Postcode

## Raise 25% more with Gift Aid

Good news! If you pay tax in the UK and you are a guest at a Coffee Morning, you can Gift Aid your donation. Just fill in your name, address and donation amount in your own writing. Please note: your Coffee Morning host cannot fill in your Gift Aid claim on your behalf.

If all of these three statements below are true of your donation, and you meet the Gift Aid declaration, you're good to go with Gift Aid!

- This donation is my own money. It hasn't come from anyone else or a collection.
- This donation is voluntary, and not the proceeds from a sale, like a cake sale.
- I'm not in with a chance to win a prize from this donation e.g. in a raffle or sweepstake.

giftaid it

First name	Surname	House name or number  (please don't give your work address - it'll stop Macmillan claiming Gift Aid)		Date paid	Your donation	Gift Aid (please tick)
Example	Sample	321A	AB1 2CD	27.09.24	£10.00	<b>✓</b>

### Your Gift Aid declaration

Continued overleaf

If I have ticked the box headed 'Gift Aid (please tick)', I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want Macmillan Cancer Support to reclaim tax on the donations detailed on this form, given on the date shown. I understand that if I pay less Income Tax or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given. Macmillan promise to keep your details safe and never sell or swap them with anyone. Please see their privacy policy for more information at macmillan.org.uk/privacy-policy.

Please return your completed form in the pre-paid envelope to: Freepost RTLS-JTZR-RYAZ, Macmillan's Coffee Morning, PO BOX 4240, Bracknell RG42 9QL.







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### Tick the Gift Aid box

If you've read the declaration and are happy to include Gift Aid, please tick the box.

# Raise 25% more with Gift Aid

Before completing this form, please check that the three statements on the reverse side of this form are true of your donation to ensure the donation is eligible for Gift Aid.

First name	Surname	House name or number  (please don't give your work address - it'll stop Macmillan claiming Gift Aid)		Date paid	Your donation	Gift Aid (please tick)
Example	Sample	321A	AB1 2CD	27.09.24	£10.00	1

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