



# Gift Aid Declaration

## Princess Alice Hospice

Gift Aid boosts the value of your donations and sold goods by 25% at no extra cost to you. Simply complete this form.

### Your details

1

Fill in your contact details

Title:	First name:	Surname:
Full home address:		
Town:	County:	Postcode:
Telephone:	Email:	

2

Make your declaration: tick, sign and date

I want to Gift Aid my donation and any donations I make in the future or have made in the past 4 years to Princess Alice Hospice (1010930).

I confirm that I have read and understand the terms of the agency agreement set out below.

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.

Signature:	Date:
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3

Tell us how to communicate with you

We'd love you to be part of the Princess Alice Hospice supporter community, but if we don't have your permission, we can't get in touch with you to share our latest news, campaigns and information about how you can support our work.

Would you like to hear from us by email?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would you like to hear from us by post?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would you like to hear from us by phone?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Rest assured, we never share, swap, rent or sell our supporters' details to other charities or third parties for marketing purposes. You can read how we manage and respect your data in our Privacy Notice at [www.pah.org.uk/privacy](http://www.pah.org.uk/privacy).

If you'd like to change your permissions at any time or be sent a copy of our Supporter Privacy Notice, please contact our supporter care team on 01372 461808 or [supportercare@pah.org.uk](mailto:supportercare@pah.org.uk)

4

Read through our agency agreement

**This form also acts as your agency agreement with PAH Trading Limited, a wholly owned subsidiary of Princess Alice Hospice, to sell goods on your behalf which you may leave with us for any Princess Alice Hospice charity shop.**

**As such it is a legally binding contract and by completing this form you are confirming that:**

- You wish PAH Trading Limited to act as your agent in selling the goods you have left or will leave with us on your behalf. A 2% commission fee will be deducted from the money raised which will result in 'net sales proceeds' from the sale of your goods upon which Gift Aid will be claimed by us.
- You wish Princess Alice Hospice to keep all net sale proceeds up to £1,000 in any tax year.
- We will write to you at the end of each tax year to let you know the cumulative net sales proceeds of your goods.
- If the total net sale proceeds in any tax year are below £1,000 you will not be offered your money back before we make a claim for Gift Aid because you agree to donate such money to us.
- If the total net sale proceeds exceed £1,000 in any tax year you have the right to receive the amount above £1,000 only; to do so you will need to contact us within 21 days of our writing to you to ask for this money, which we will then pay to you minus an administration fee.
- You are confident that you will pay at least £250 in tax in any one tax year and that, if you enter into agency agreements with more than one charity shop and/or make other Gift Aid donations to charities, you will have paid enough Income Tax and/or Capital Gains Tax in that year to cover the cumulative claims for Gift Aid by all the relevant charities.
- Any unsold goods may be disposed of by PAH Trading Limited at its discretion.
- All goods subject to this agency agreement belong to you and you are not acting as a business in selling your goods.
- The above address is your residential address and not your business address.
- We reserve the right to terminate this agency agreement at any time

### FOR COMPLETION BY PRINCESS ALICE HOSPICE

Princess Alice Hospice shop	
Form checked / signature	Date
Form entered into EPOS	Date
Shop name	

Clip spare bag Donor ID barcode here

Retail Office	
EPOS entry checked / signature	Date
Donor ID number	

Stick 1 Donor ID barcode here

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Thank you for choosing to Gift Aid your donated goods. You will shortly receive a Princess Alice Hospice supporter card that will allow you to easily donate Gift Aided goods to us in the future. If you would like to make a donation before the card arrives, please take this form with you when dropping off your goods.