Surrey Federation of WIs
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Gift Aid Declaration

Since 2018, because of a change in the accounting treatment of subscriptions, only the WI share of the subscription is accounted for as its own income. The WI is acting as agent by collecting and passing on the Surrey Federation (SFWI) and National Federation (NFWI) shares of subscriptions. This means a WI can only claim Gift Aid on their share and not the full amount paid for the year. If you are a taxpayer you can still boost your WI funds by 25p for each £1 you pay your WI, currently £28.60

In principle, SFWI and NFWI can claim Gift Aid on their shares of the subscription. To do this they rely on the WI to obtain and pass on Gift Aid declarations listing all three parties. SFWI and NFWI need to ask each WI to maintain and provide on request details of the amount and date of the members' payments. SFWI have, at present, decided not to register for Gift Aid. Presently there is no mechanism to easily report Gift Aid income to NFWI, but this is being worked on. At present only your WI's income will have tax reclaimed on it, but this form has been agreed between HMRC and NFWI to enable claims in the future if appropriate.

Your membership subscription is split between your WI, SFWI and NFWI. The NFWI writes to your WI each year stating the portion that goes to each party and you can also view this on the WI website. Each share of your subscription potentially qualifies as a donation for Gift Aid which is reclaimed by the charity from the tax you pay for the current tax year.

Please complete this form and pass to your WI. If SFWI register a copy it will be forwarded to SFWI and NFWI.

In order to Gift Aid your donation, please tick:- ☐ I want to Gift Aid my donation and any donation (at the appropriate rate for the year) I make in the future or have made in the past four years to:

PLEASE COMPLETE IN BLOCK CAPITALS

Name of WI:	£28.60
Surrey Federation (SFWI) £13.30 and The National Federation of Women's Institutes (NFWI)	£15.10

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.

First name or Initials	Surname	Title
Address, including postcode (HMRC require to identify you as a tax payer)		
Signature		Date

Please notify the WI if you:

- want to cancel this declaration
- change your name or home address, or
- no longer pay sufficient tax on your income and/or capital gains.

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 HM Revenue and Customs to adjust your tax code.

Data Protection: Your personal information is collected to enable your WI, Federation and the NFWI to claim Gift Aid on their shares of the WI subscription. Your information will be shared with HMRC for this purpose; https://www.gov.uk/donating-to-charity/gift-aid . Your information will be held securely by the WI, SFWI and NFWI for six years in accordance with tax and data protection laws. If you have any queries on how your data is handled, lease email the NFWI at dataprotection@nfwi.org.uk. The full NFWI Privacy Policy can be found online - https://www.thewi.org.uk/privacy-policy .

The Surrey Federation of Women's Institutes is a company limited by guarantee number: 2836301.
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