



Every Penny Helps: Employee Sign-up Form

Donation Details

- START** Please instruct my Employer to deduct the pence from my net pay. I understand that these deductions will be credited to a designated Every Penny Helps Account, held by Charitable Giving on behalf of my Employer. Every Penny Helps funds accrued in the Every Penny Helps Account will be distributed to charity/charities by Charitable Giving upon instruction from my Employer.
- STOP** Please instruct my Employer to stop deducting the pence from my net pay.

Employer Details (Mandatory Section)

Company/Employer's Name:
Company/Employer's Address:

Your Details (Mandatory Section)

These details will not be shared with charities. Your information will be handled in accordance with our Privacy Policy which can be found at charitablegiving.co.uk/privacy-policy

Title: First Name: Surname:

Signed:

Date:

If you wish for Charitable Giving to reclaim the Gift Aid on your behalf, please complete the section below.

Gift Aid Declaration (Optional Section)

Boost your donations by 25% with the Gift Aid enhancement.

Gift Aid is reclaimed by Charitable Giving from the tax you pay for the current tax year. Your house name/number and postcode are needed to identify you as a current tax payer.

Home Address: Postcode:

In order to claim Gift Aid on your donation you must tick the box below:

- I want to Gift Aid my Every Penny Helps donation and any donations I make in the future.

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.

Please notify Charitable Giving if any of the details above change.

Upon completion, please return to:

Charitable Giving, Union Mine Road, Pitts Cleave, Tavistock, Devon, PL19 0NS
Or email to: mail@charitablegiving.co.uk

