

## SPONSORSHIP FORM

Event						
First Name	Last Name					
Address Line 1						
Address Line 2						
City	County					
Postcode	Email					

## HOW TO RETURN YOU SPONSORSHIP MONEY

Whether you chose to send your sponsorship money to us online or via post, it is quick and easy and it will directly towards transforming!!

- By post with cheque payable to 'Janki Saye Foundation' to: Janki Saye Foundation,
  34 Lings Coppice, Croxted Road, London SE21 8SX
- Online via uk.virginmoneygiving.com/charities/jankisaye

## IMPORTANT THINGS TO REMEMBER FOR GIFT AID

- Remind your sponsors that that Gift Aid means UK taxpayers can add an 25% to their sponsorship at no extra cost to them
- Make sure your sponsors write their full name and address so we can claim Gift Aid
- The form must be completed in their own handwriting



When the Janki Saye Foundation receives a direct donation from a UK taxpayer, we are entitled to claim an amount of tax (calculated at the basic rate of income tax in that year) paid on that donation. Once you have given your permission for us to do this on your behalf (by completing this Gift Aid form), there is no need for you to do anything else. All that is required is that you must be a taxpayer and that you would have paid or will pay sufficient Income and/or Capital Gains Tax to cover all the Gift Aid claimed on your donations in that tax year. Please note that is your responsibility to pay the difference. The amount of tax we claim will be the 25% of the total value of your donations in that tax year. If you pay Income Tax at the higher rate and want to receive 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. If your tax situation changes and your gifts will no longer be eligible for the Gift Aid scheme, please contact us and we will amend your record accordingly. **Key criteria for Gift Aid – please note we can only accept your home address** 

## Full name + Home Address + Postcode + Date Paid + Y = Gift Aid

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Title	Initiai	Surname	Home address	Postcode	Amount	Aid	Date paid

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Download additional forms from www.jankisaye.org/get-fundraising