



Gift Aid Declaration Form



Send completed forms to:
Endowment Charity Team
Finance Department, Assynt House
Beechwood Park
Inverness
IV2 3BW

Thank you for supporting the official charity of NHS Highland.

Did you know you can increase the value of your gift to the Highland Health Board Endowment Fund Charity by 25% **at no extra cost to you** simply by completing a Gift Aid declaration?

As a registered charity, we can reclaim the tax on your donation from HMRC through the government's Gift Aid scheme.

How it works

If you pay tax in the UK, every £1 you donate allows us to claim an additional 25p.

For example, a £30 donation could be worth £37.50 to us, **at no extra cost to you**, just by filling in a short form. We can claim Gift Aid on:

- Donations you have made in the past four years, and
- Any future donations you make.

Gift Aid will not affect your tax status. However, please note that we can only claim it on personal donations made by UK taxpayers—not on behalf of another person, a group, or from a collection.

How to make a declaration

If you donate online or through our [JustGiving page](#), you'll be prompted to complete a Gift Aid declaration as part of the process.

If you'd prefer a paper form, just let us know—we'll post one to you.

Keeping your details up to date

Please tell us if you:

- Wish to cancel your declaration,
- Change your name or address, or
- No longer pay sufficient Income or Capital Gains Tax.

If you are a higher-rate taxpayer, you can also claim personal tax relief through your Self-Assessment tax return or by asking HMRC to adjust your tax code.

Thank you once again for your generosity and for helping us improve healthcare for everyone across the Highlands and Argyll & Bute.

Please complete the form below to enable us to reclaim tax on donations from the last four years and any future gifts. Fields marked with "*" are required.

Name *

First Name

Last Name

Address *

Street Address

Street Address Line 2

City

Country/Region

Postcode

Email *

example@example.com

Gift Aid Confirmation - In order to claim gift aid on your donations, you must confirm that each of the statements below are true by ticking ALL the boxes:

I am a UK taxpayer and I want the Highland Health Board Endowment Fund Charity to reclaim tax on the donations I have made in the last four years and any future gifts

This donation is my own money

This donation does not include money from fundraising or collected from others

I understand that I must have paid Income Tax and/or Capital Gains Tax that is equal to the tax that Highland Health Board Endowment Fund Charity reclaims during a tax year, currently 25p for each £1 given. If my circumstances change and I no longer pay enough Income Tax or Capital Gains Tax to cover the amount claimed by the Charity, I can cancel the declaration at any time by notifying the Charity. *

I agree to the statement above.

Please notify us if you want to cancel this declaration, change your name or full home address, or no longer pay sufficient tax on your Income or Capital Gains. If you are a higher rate taxpayer you can claim personal tax relief via a Self Assessment tax return or ask HM Revenue and customs to adjust your tax code.

Keeping in Touch - We would love to keep you up to date on the impact of your support and ways you can get involved in making healthcare better for everyone, together. You need to be over 18 to receive our e-communications. By opting in to hear from us below you are confirming that you are over 18 years old.

I would be happy to hear from the Charity by email

You can change your communication preferences at any time or opt-out from receiving updates by emailing us at endowments.nhshighland@nhs.scot

We promise to look after your personal information. For more details on how we do that, please see our Privacy Policy at www.nhshighland.scot.nhs.uk/charity