**Gift Aid Declaration**

In order to Gift Aid your donation(s) you must tick the box below:

[ ]  I want to Gift Aid my donation of £ Click here to enter text.and any donations I make in the future or have made in the past 4 years to:

Name of charity: **Biblical Counselling UK**

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.

**My Details**

Title: Click here to enter text.

First name or initial(s): Click here to enter text.

Surname: Click here to enter text.

Full Home address: Click here to enter text.

Postcode: Click here to enter text.

Date: Click here to enter text.

**Please notify Biblical Counselling UK if you:**

• Want to cancel this declaration

• Change your name or home address

• 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.

**To submit your form:**

**By email:** Please save this document (preferably as a pdf) with the filename:
***Gift Aid - Your Name -*** eg ***Gift Aid - John Smith***or scan it
and send it to **info@biblicalcounselling.org.uk**

**By post:** Please print off a copy and post it to:
Biblical Counselling UK, c/o Christchurch Cambridge, Christchurch Street,
Cambridge CB1 1HT

**Privacy Information**

**Financial supporters / Members of our Partners Scheme**

We collect personal information from you when you get in touch to make a donation or join the Partners Scheme. You may give us these details by emailing us, filling in forms or through our website.

We may collect the following information volunteered by you:

Name

Contact information including email address, home address (or postal address, if different) and phone number

Gift Aid status

Previous contact with us (eg, attended a conference, Certificate Course student)

Please let us know if you move house, if your Gift Aid status changes, or if there are any other changes to this information we hold about you.

We will use this information to send you publications, e-newsletters and other communications about our work. You can contact us at any time to opt out of any communications from us.

We will also use your details to record and process your donation(s), send acknowledgement letters and claim Gift Aid, if applicable. From time to time, we will include information about upcoming events and our latest resources in our acknowledgement letters. We will also keep records of communications with us, including enquiries and complaints. If you make a significant donation to our work, we may contact you to discuss your interests and specific areas of our work.

We may also ask you to complete a supporter survey which will help us to get feedback on our communications and supporter care, enabling us to improve these in the future.

From May 2018, we will only communicate with new supporters based on their consent. We will communicate with our existing supporters under legitimate interests: we will continue to send communications that people have requested in the past or are currently receiving and communications to people who have made a gift in the last two years. We will provide opportunities for supporters to review their preferences and make it easy for them to opt out of our communications at any time.

We will never trade or sell your personal information to third parties.

In the course of carrying out our fundraising activities we may analyse our records internally to review categories such as donation amounts and giving history. This helps us to personalise our contact with supporters and send appropriate communications to the right people, ensuring that we are stewarding our resources well.

Last revised: February 2019