

# Gift Aid Donor Form

Thank you for choosing to donate items to Brainwave. The money raised from the items you donate will ensure we can continue helping children with disabilities reach their potential.

By Gift Aiding your donation, you'll help your donation go further at no extra cost to you.

Simply:

- Download and print out this form
- Read the Gift Aid Agreement below
- Fill out your details
- Bring this form with you to the shop when you donate your items
- Our team will then issue you with a unique Donor Card for your future donations
- We'll get in touch with you to let you know how much your items have raised for Brainwave

## Gift Aid Agreement

**Please read the following agreement and confirm that all points apply to you.**

1. You are a UK taxpayer and have paid, or will pay, at least the amount of UK Income or Capital Gains Tax to cover the tax reclaimed on your donations to Brainwave and other Charities/CASC in the tax year. VAT and Council Tax do not qualify. You agree for Brainwave to claim Gift Aid on all proceeds raised from the sale of your goods. If you have not paid sufficient Income or Capital Gains Tax to cover Gift Aid claimed by Brainwave on all your donations, HMRC may seek to recover this sum from you as it is your responsibility to pay any difference.
2. You would like any money raised from the sale of your goods to be treated as Gift Aid donations. You will be given a unique Donor Card number which will be used every time we sell your goods.
3. You are appointing Brainwave to act on your behalf, as your agent, in attempting to sell or dispose of the goods that you donate to our shops.
4. We will contact you periodically by post or email to advise you when your goods have been sold. We will confirm the gross value of the proceeds from the sale of your goods which we hope you will choose to donate to Brainwave. If we do not receive a reply from you within 21 days, we will assume that you wish to donate the proceeds to Brainwave.
5. You are not acting as a business in bringing goods for sale to any of the shops belonging to Brainwave.
6. Brainwave will sell your goods on your behalf and reserves the right to determine the appropriate selling price. Any goods that are unsuitable for sale, or goods that Brainwave is unable to sell will be recycled or disposed of and cannot be returned to you.
7. Either you or Brainwave may terminate this agreement at any time by written notice. You can contact Brainwave at any time using the details below.
8. We may vary the terms of this agreement at any time by written notice to you.

**In order to Gift Aid your donation, please confirm:**

<input type="checkbox"/>	I want to Gift Aid my donation today and any donations I make in the future.
<input type="checkbox"/>	I am a UK taxpayer and understand that if I pay less Income Tax / Capital Gains than the amount of Gift Aid claimed on all of my donations in that tax year, it is my responsibility to pay any difference. I understand that Brainwave will reclaim 25p of tax on every £1 I have given.
<input type="checkbox"/>	I consent to Brainwave holding my personal details on a confidential basis for the express purpose of claiming Gift Aid. I understand that they will write to me to confirm that they will be reclaiming the Gift Aid back on any of my donations sold in their shops. Brainwave will NOT pass your details to a third party.
<input type="checkbox"/>	I agree to the Gift Aid Agreement detailed on this page.

**Please turn over to complete your details.**

**Donor's details**

<b>Title:</b>			
<b>First name:</b>		<b>Surname:</b>	
<b>Home address:</b>			
<b>Postcode:</b>			
<b>Signature:</b>		<b>Date:</b>	

**Thank you for filling out this form and for supporting Brainwave.**

Please hand this form to a member of our retail team when you donate your items and they will issue you with a unique Donor Card for your future donation.

**Please get in touch with us if your details or circumstances change:**

**Email us:** [retail@brainwave.org.uk](mailto:retail@brainwave.org.uk)

**Call us:** 01278 429089

**Write to us:** Brainwave, The Retail Centre, Marsh Lane, Huntworth Gate, Bridgwater, Somerset, TA6 6LQ

<b>INTERNAL USE ONLY:</b>			
To be completed by Brainwave			
<b>Donor Card number:</b>		<b>Donor ID number:</b>	
<b>Shop name:</b>			
<b>Completed by:</b>		<b>Date:</b>	