

# Gift Aid Declaration

Gift Aid increases the value of your donations and sold goods by 25% at no extra cost to yourself. Please complete the form below.



## 1. Your details

Please fill in your details

Title:	First Name:	Surname:
Town:	County:	Post Code:
Telephone:	Email:	

## 2

Declaration: please tick, sign and date.

<input type="checkbox"/>	<p>I want to Gift Aid my donation and any donations I make in the future or have made in the past 4 years to Home Basics (SC033827).</p> <p>I confirm that (I have read and understand the terms of the agency agreement set out below.</p> <p>I am a UK tax payer 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.</p> <p>I will notify Home Basics of any change in my personal circumstances, such as name and address, or that I no longer pay UK Income or Capital Gains tax or I wish to cancel the declaration.</p>
Signature:	Date:

## 3.

Please read through our agency agreement

This form also acts as your agency agreement with Home Basics (Tweeddale) Co Ltd. to sell goods on your behalf which you may leave with us. As such it is a legally binding contract and by completing this form you are confirming that:

- You wish Home Basics to act as your agent in selling the goods you have left or will leave with us on your behalf.
- You understand that the goods remain your property until sold, and that Home Basics will charge a 15% +VAT administration fee and 3% +VAT commission on any sale of the goods should you request the proceeds of the sale.
- We will notify you periodically of any sales of your items and invite you to donate the proceeds to our charity.
- We will contact you at the end of each tax year to let you know the cumulative net sales proceeds of your goods for tax-reporting purposes.
- Any unsold goods may be disposed of by Home Basics at its discretion.
- All goods subject to this agency agreement belong to you and you are not acting as a business in selling your goods.
- The above address is your residential address and not your business address.
- We reserve the right to terminate this agency agreement at any time
- You agree to Home Basics retaining your information for HMRC reporting and Gift Aid Claiming purposes,. (Your details will never be shared with any third party), and for contacting you about Gift Aid matters.

Home Basics (Tweeddale) Co Ltd is a Registered Charity No. SC033827 and a Company Ltd by Guarantee No: SC234746 . VAT Registration No: 894 6247 76