If you pay tax in the UK, you can Gift Aid your donation.

Please don’t Gift Aid the total amount you collect. Ask each guest to fill in their name, address and donation amount in their own writing – otherwise, we can’t claim Gift Aid.

<table>
<thead>
<tr>
<th>Title</th>
<th>Initial</th>
<th>Surname</th>
<th>House name or number (please don’t give your work address – it’ll stop Macmillan claiming Gift Aid)</th>
<th>Postcode</th>
<th>Date paid</th>
<th>Your donation</th>
<th>Gift Aid (please tick)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs</td>
<td>J</td>
<td>Smith</td>
<td>321A</td>
<td>CR1 3FG</td>
<td>28.09.18</td>
<td>£10.00</td>
<td>✓</td>
</tr>
<tr>
<td>Mr</td>
<td>P</td>
<td>Johnson</td>
<td>65</td>
<td>GU3 2S0</td>
<td>28.09.18</td>
<td>£10.00</td>
<td>✓</td>
</tr>
</tbody>
</table>

Do you pay tax? If so, by simply completing this form you can boost the value of your gift by 25p for every £1 without costing you a penny.

Remember, please don’t Gift Aid the total amount you collect, ask each guest to Gift Aid their own amount.

1. Ask your guests to fill in their details and tick the green box to Gift Aid their donation.

2. Send us your completed form in the freepost envelope included in your Coffee Morning Kit.

Your Gift Aid declaration

If I have ticked the box headed ‘Gift Aid? ✓’, I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want Macmillan Cancer Support to reclaim tax on the donations detailed on this form, given on the date shown. I understand that if I pay less Income Tax / or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given.

Please return your completed form in the pre-paid envelope to: Freepost RTLS-JTZR-RYAZ, World’s Biggest Coffee Morning, PO BOX 4240, Bracknell, RG42 9QL.

Macmillan Cancer Support, registered charity in England and Wales (261017), Scotland (SC039907), and the Isle of Man (604). Also operating in Northern Ireland.