### Gift Aid Declaration

**Charity name:** University of Oxford Development Trust Fund  
University of Oxford Development Office, University Offices, Wellington Square, Oxford OX1 2JD  
T +44 (0)1865 611530  F +44 (0)1865 611531  
E enquiries@devoff.ox.ac.uk  
www.development.ox.ac.uk/gift-aid

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#### My details (please write in block capitals)

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
<td><strong>Title</strong></td>
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<tr>
<td><strong>First name(s)</strong></td>
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<td><strong>Surname</strong></td>
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<td><strong>Home Address</strong></td>
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<td><strong>Postcode</strong></td>
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#### Gift Aid declaration options

Tick all appropriate options.

I am a UK tax-payer and I would like the University to treat as a Gift Aid donation:

- [ ] this and all future donations I may make from the date of this declaration until I notify you otherwise any previous donations made in the past four tax years
- [ ] the donation of £ ______ which I made on
- [ ] the donation of £ ______ which I will make on
- [ ] all gifts made after ______ (which is a retrospective date)

You may declare that all future gifts will be made as Gift Aid donations. This will maximise the value of your gift.

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#### Notes

1. We will reclaim the Gift Aid due on your gifts - currently 25p for every £1 you donate.
2. If your declaration covers donations that you may make in the future, please contact us if:
   - You change your name or address while the declaration remains effective.
   - You wish to cancel the declaration. The declaration will then not apply to donations you make to the University on or after the date of cancellation or such later date you specify.
   - You cease to pay enough tax to cover the value of the Gift Aid we would otherwise reclaim.
3. 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.

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#### Please fill in this form and return it to the address above

**Signature**

**Date**

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Thank you for supporting the University of Oxford

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The personal data you provide on this form will be used by the University of Oxford to process your donation in accordance with our contractual and legal obligations, and to meet our legitimate interests of alumni and supporter engagement, fundraising and stewardship. You can opt out of communications at any time by contacting database@devoff.ox.ac.uk. For more on how we treat your information, including your rights, please visit: [www.development.ox.ac.uk/privacy-notice](http://www.development.ox.ac.uk/privacy-notice).