



To members and adherents of the Free North Church Congregation

Gift Aid Declaration

The Kirk Session would like to encourage all tax paying members to participate in the government Gift Aid scheme, enabling the church to reclaim tax paid in relation to any donations you make.

To do so we require you to let us have the information below and that you give us your consent to use the information, along with details of any gift given, for the purpose outlined below by signing the form where indicated at the bottom of this page.

Your information and associated details of any financial transactions will be held and processed in accordance with the Privacy Notice overleaf.

Donor details (Please complete in Block Capitals)

Title: _____ Forenames: _____ Surname: _____

Address: _____

Post Code: _____

Please treat as Gift Aid donations all qualifying gifts of money made

Today only In the past 4 years In the future

(Please tick all boxes that you wish to apply.)

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid claimed on all my donations it is my responsibility to pay any difference. I understand the Charity will reclaim 25p of tax on every £1 that I give.

Signature: _____ **Date:** _____

If you would like your tax to go to a specific fund, please indicate below. Otherwise, it will be allocated to the General Fund of the congregation.

Please notify us if you: want to cancel this declaration; change your name or home address; or no longer pay sufficient tax on your income and/or capital gains tax.

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.

Free North Church, Bank Street, Inverness, IV1 1QY

**Free North Church is a Registered Charity
Scottish Charity No SC016901**

Privacy Notice

This privacy notice explains the way in which the Free North Church Congregation uses, or “processes” personal information.

Personal information is any information, held either in paper records or electronically, from which you can be identified. Examples of personal information are your name, address, email address, telephone number, IP address, photograph or video image. The processing of personal information is governed by data protection law. “Processing” is anything that is done with personal information, from collection onwards.

The Congregation, jointly with the Presbytery, is the “data controller” in terms of data protection regulations as we decide on the purposes and means of how your personal information is processed. Our contact details are provided below.

Presbytery Clerk; Mr. John Macaulay email: john-ilr@outlook.com

Session Clerk; Mr. Brian Cameron email: bdcameron77@googlemail.com

Legal Basis

Our legal reason for using this sensitive data, as provided, is:

Purpose: Gift Aid Donations & related claims

On the basis of the information being supplied on the form overleaf, our legal basis for the collection of this information is

- (i) Your consent to do so
- (ii) Use is necessary for us to comply with a legal obligation, being the requirement to supply sufficient information under UK tax legislation to facilitate a Gift Aid Relief claim.

You can withdraw your consent at any time and ask us to remove your personal data from all future prints of the Directory from the date of withdrawal of consent onwards. You can also ask us to update your details in the Directory. This will not affect copies of the Directory that have already been distributed. If you wish your details to be updated, or to withdraw your consent to inclusion of your personal data in the Directory, please contact the Session Clerk, Mr. Brian Cameron [email: bdcameron77@googlemail.com or C/O Free North Church, Bank Street, Inverness, IV1 1QY]

Because providing the data to us could be used to identify your religious affiliation it is, by definition, classified as special category (sensitive) data. We process data about our members and ex-members that may reveal religious beliefs as a religious organization in line with article 9(2)(d) of the GDPR, or with your explicit consent.

You have certain rights in respect of your personal data:

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

You also have the right to lodge a complaint with the Information Commissioner’s Office about our handling of your data. The Information Commissioner’s Office is UK’s independent authority set up to uphold information rights in the public interest. Their website is www.ico.org.uk