



**CIOB**

THE CHARTERED INSTITUTE OF BUILDING



We're here for you  
**CIOB Benevolent Fund**

[www.ciob.org/ciob-benevolent-fund](http://www.ciob.org/ciob-benevolent-fund)

# GIFT AID DECLARATION

(for use by UK taxpayers only)



The Chartered Institute of Building Benevolent Fund Limited

Membership No.....

Title.....

Forename(s) .....

Surname.....

Address .....

.....

.....

..... Postcode.....

## PLEASE TICK ALL BOXES YOU WISH TO APPLY:

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

Today

In the past 4 years

In the future

I confirm I have paid or will pay an amount of UK Income Tax and / or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year.

I understand that other taxes such as VAT and Council Tax do not qualify. I understand the CIOB Benevolent Fund will reclaim 28p of tax on every £1 that I gave up to 5 April 2008 and will reclaim 25p of tax on every £1 that I give on or after 6 April 2008.

Signature: ..... Date: ...../...../.....

## NOTES:

Please notify the CIOB Benevolent Fund if:

1. You want to cancel this declaration at any time
2. You change your name or home address
3. Your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the charity reclaims.

If you are unsure whether your donations qualify for Gift Aid tax relief, please refer to HS342 'Charitable Giving (April 2015)' on the HMRC website.

If you pay tax at the higher 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 & Customs to adjust your tax code.

**By completing and returning this document you can make your donations to the Benevolent Fund go a lot further, at no additional cost to you!**

Please return this document to:

Frank MacDonald, Secretary  
The Chartered Institute of Building  
1 Arlington Square,  
Downshire Way,  
Bracknell,  
Berkshire, RG12 1WA, UK

t: +44 (0) 1344 630 780  
e: fmacdonald@ciob.org.uk  
w: www.ciob.org/ciob-benevolent-fund

Registered Charity 1013292  
Registered Company 2733932



The CIOB Benevolent Fund provides practical advice, information and financial assistance, in times of difficulty, for CIOB members and their dependent families worldwide. This is a service provided by members, for members, and has been providing support for more than 20 years.

The Fund has been created entirely through the generous donations of members.

Since its inception, the Fund has helped thousands of members and their families faced with ill health, redundancy, or financial hardship.

Your contributions make a huge difference to members facing hardship. It is easy for members to donate. You can do so along with your membership renewal or anytime you like. Simply log on to the members area of [www.ciob.org](http://www.ciob.org) and make a donation.

## Thank you

The Trustees extend their thanks to all those CIOB members and supporters who have donated to the CIOB Benevolent Fund.

Your generosity makes all of our work possible, thank you.



## Case study

*A retired member lives alone and is on a very low income – The Fund provides an annual grant to supplement this member's income, thus preventing hardship.*

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**531**

Benevolent Fund enquiries in 2014

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**£70k**

Distributed via financial grants in 2014

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## How can we help?

If you are affected by unemployment, illness, debts or any kind of financial hardship, we may be able to help. If you have concerns about housing, employment, illness or injury, we can help and advise you.

This is your Benevolent Fund - we're here for all members, wherever in the world you reside. If you need our help, do contact us. All enquiries are treated with the utmost sensitivity and in total confidence.

## The Fund provides financial assistance and / or advice for members and dependent families:

- During illness, unemployment and financial hardship
- To help with general household costs; essential items
- Short-term, skills-based training
- To provide recuperative breaks.

## The Fund cannot normally help with:

- Membership fees
- Medical treatment
- Legal costs
- Business-related costs

- Formal educational costs
- Personal or business debts
- Purchase of motor vehicles.

## Fund assistance – who is eligible?

CIOB members (past and present) and their dependent families. CIOB staff are also eligible.

In all cases, we ask members to complete an application form containing a detailed statement of family and financial circumstances. This important information is used by our Trustees to best understand the ways they are able to offer help.

Student Members are not eligible to receive financial assistance during their first year of CIOB membership.

## Contact us

If you would like further information about the work of the Fund, or if we can be of service at any time, please contact us.

Full details are available online, together with an application form to apply for financial assistance, here:

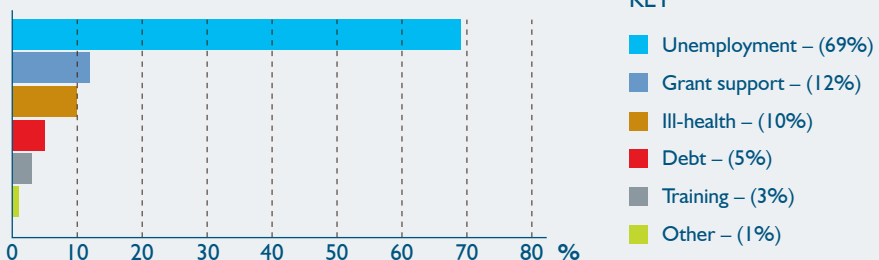
[www.ciob.org/ciob-benevolent-fund](http://www.ciob.org/ciob-benevolent-fund)

Frank MacDonald

t: +44 (0)1344 630 780

e: [fmacdonald@ciob.org.uk](mailto:fmacdonald@ciob.org.uk)

## Benevolent Fund Enquiries



## Here are some of the ways that we've been able to help and support members:

*Following sudden illness, a self-employed member was unable to work for several months – the Fund provided regular financial help throughout the period of ill-health.*

*A member approaching retirement was concerned about his Private and Occupational Pension entitlements in light of a dispute with his employer – We advised this member regarding his entitlement to financial projections from his Pension provider, and offered continued support and reassurance while he pursued the matter satisfactorily.*

*Due to serious mental health problems, a young member sought advice and assistance in obtaining suitable housing and access to social support services – We've been able to help identify appropriate housing and we also support this member through the various practical changes he had made in order to develop a stable and safe home life.*





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