

It Pays to Give

As a supporter of <insert name of charity>, you will know how hard we work to plan ahead in order to make best use of your donations. Through Payroll Giving, you can provide a regular, reliable income stream that allows us to budget, while benefiting you with generous tax relief.

How does it work?

Give to <insert name of charity> from your pay and you can get immediate tax relief of up to £4 for every £10 donated. The donations are taken from your gross salary, reducing the amount of income tax that is deducted from your salary.

What do you need to do?

All you need to do is ask your payroll department to deduct regular charitable donations from your salary by filling out a simple application form, stating how much you would like to give and to which charities. Your donations will show on your payslip.

If your employer does not already have a Payroll Giving scheme in place, don't worry – it's quick and easy to set up. [Until December 2006, you might like to include this sentence: What is more, if your organisation has fewer than 500 employees it may be eligible for a grant of up to £500 just for signing up.] Employers simply sign a contract with a **Payroll Giving Agency** who will transmit donations on their behalf.

Contact <insert contact details> to find out more about Payroll Giving today.

For more information visit www.payrollgivingcentre.org.uk.