



Stratford-Upon-Avon Decorative and Fine Arts Society
www.stradfas.org.uk

January 2017

Dear STRADFAS Member(s),

I am your new Membership Secretary, and I look forward to meeting you at the Membership Desk. Our new STRADFAS year (March 2017-February 2018) starts with our first lecture on **Thursday March 16th**.

Subscription renewals

I have to let you know that due to significant planned rises in the ArtsHouse hire fees, we need to increase our subscription to **£41/member**. We still believe we are below the NADFAS average, and this year STRADFAS pays £12.40 to NADFAS from your £41 subscription; thus our lectures are still under £3 per person.

The 2017-18 programme details are in our enclosed Newsletter, and our website gives even more information (www.stradfas.org.uk).

Your renewal form is enclosed. It has your information on it that we hold on our database – **you only need to enter any changes or errors** (and see below, under 'Database changes'). **I would be very grateful for prompt renewals** – there is a significant workload around February, and we also have to deal with many new members at the start of our year. **Please remember to include an SAE with your form and cheque**, for return of your membership card(s). Also please note that stapling or taping cheques to the form can result in tearing when removing them, and our bank will then reject them.

A reminder to you that STRADFAS membership cards can only be sent out after the AGM in February, when the new Committee is elected. Please bring these cards with you to the 2017-18 lectures to gain admission.

Database names and address formats

Last year we informed you that our database meets HMRC format requirements for gift-aid; this may result in your name or and address not being quite as you want it. Apologies, but it is an HMRC requirement.

Gift Aid amounts

For 2016-17 the criteria for 'gift-aiding' is that you are paying Income Tax and/or Capital Gains Tax for the 2016-17 tax year of **at least £12.40**. Other taxes (e.g. VAT) do not qualify. Also see the back of this letter. **The NADFAS charity number is 1089743.**

A reminder that if you have already given us a Gift Aid form, **we hold this on file, and there is no need to submit another one. If you no longer qualify for Gift Aid, please inform me.** Those that have not 'Gift-Aided' but wish to do so can obtain a form from me, or download it from www.stradfas.org.uk/members-documents.

Non-renewals

It is very helpful if you let me know if you are unable to re-join, so we can avoid the expense of sending out unwanted second and third reminders. If you decide to leave, and come as an occasional visitor (£7/lecture), remember that our members have preference for Special Interest Days, Visits and Tours.

I look forward to receiving your completed membership renewal form, and cheque (to 'STRADFAS').

Best wishes,

Ruth Bartlett, Membership Secretary

1, Wimpstone, Stratford-upon-Avon, CV37 8NS.

Tel: 01789 450345.

email: membership@stradfas.org.uk

(Rev. 2017/1)

Gift Aid Explanatory notes:

(NB: these are taken from the HMRC and NADFAS websites).

a) **NADFAS/STRADFAS:**

NADFAS (a charity) has a Gift Aid scheme, and STRADFAS administer a part of this on behalf of NADFAS and our own members. NADFAS then refunds to STRADFAS part of the amount that they (NADFAS) reclaim from HMRC; thus both STRADFAS members and NADFAS benefit. See previous page for the NADFAS charity number.

b) **Gift Aid forms are available from STRADFAS, or**

download from: www.stradfas.org.uk/members-documents/

You only need to fill the form in once, and we will retain it on your behalf.

c) **Payments from a couple: *There are some specific requirements:***

For a **couple** to Gift Aid, you each need to fill in a **separate form** (there are two forms on our A4 sheet). In order to Gift Aid, **each** must pay sufficient tax. If only **one** of you pays tax, **only that person may Gift Aid**, and only that person fills in a Gift-Aid form.

If you have a **joint bank account**, you can pay both Gift Aid subscriptions from this.

If you have **separate bank accounts**, the subscription **must** be paid **from the individual's own bank account** to qualify for tax relief (i.e. you cannot pay a combined cheque from just one of the accounts).

d) **Tax you pay:**

You must be paying a sufficient amount of Income tax and/or capital gains tax which is at least equal to the tax that NADFAS (and any other charity or Community Amateur Sports Club to which you have made a Gift Aid declaration) reclaims on your donations in the current tax year. The tax must be income tax and/or capital gains tax: other taxes such as VAT and Council Tax do not qualify. The amount for this year is in our renewal letter (over).

e) **Changed circumstances:**

If in the future **your circumstances change** and you no longer pay tax on your income and/or capital gains that is equal to the tax that NADFAS reclaims, **you should cancel your declaration by informing STRADFAS on your renewal form.**

f) **Change of name/address:**

STRADFAS will notify NADFAS if you change your name or address. This will be on STRADFAS's annual return to NADFAS.

g) **Higher rate 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 your Gift Aid donations on your Self Assessment tax return, or ask HM Revenue and Customs to adjust your tax code (see HMRC website).

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