

**66% Discount**  
on Tax-Effective Giving Training

Institute of  
Fundraising

# Tax-Effective Giving Training for Small Charities

Newcastle

## Tax-Effective Giving Workshop

Thursday 9th October 2008, 11am to 4pm

**Venue:** Jurys Inn, St James Gate, Scotswood Road, Newcastle upon Tyne, NE4 7JH

**Delegate fee:** £20 for charities with less than £1m annual income, £60 for all others.

**Limited number of places available – first come, first served.**

For more information call: **0845 337 3801**

## Are you making the most of donations from individuals via:

### Gift Aid?

How to maximise your voluntary donations by nearly a third. The implications of the 2008 budget, including the change in tax rate, transitional relief and the administrative changes that simplify claims and audits for smaller charities.

### Payroll Giving?

Set up and promote a reliable income stream that opens doors to local businesses and networking opportunities.

### Legacies?

One of the most cost effective fundraising techniques, raising £1.6 billion each year and the largest single source of voluntary income for UK charities.

### Share Giving?

Around £100 million is given to UK charities in shares each year with an average value of £7,000 – get your share.

**Become an Institute member**

[www.institute-of-fundraising.org.uk](http://www.institute-of-fundraising.org.uk)

*The more you're given...*

*...the more you can get*

The Institute of Fundraising is a Registered Charity no. 1079573

## Find out more...

The Institute of Fundraising offers accessible and affordable training, personalised advice and guidance materials. For more information, visit: [www.institute-of-fundraising.org.uk](http://www.institute-of-fundraising.org.uk) or email: [taxback@institute-of-fundraising.org.uk](mailto:taxback@institute-of-fundraising.org.uk).



**Cabinet Office**  
Office of the **Third Sector**

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# Book Now... Fax back... 0845 337 3802

Complete this form and fax it to the number above or:

Take a copy of the form and post it to: **Institute of Fundraising, Park Place, 12 Lawn Lane, London SW8 1UD**

## Personal Details

Name  Job title   
Organisation  Institute Member *(tick here)*  (relevant only for Individual members of the Institute of Fundraising)  
Contact number  Email   
Postal address   
 Date of Workshop   
Location   
**Where did you find about the Workshop?**  
Email  Mailing  Institute Website  Telephone Call  Press  CVS   
Other [Please specify]   
*I have read the cancellation policy and agree with the terms and conditions.*  
Signature:

## Payment Details

I would like to book  delegate(s) for the Newcastle Workshop on the 9th October 2008  
Please **invoice** my organisation for  (£20 per delegate)  (£60 per delegate)  
Please find enclosed a **cheque** for the amount of  (£20 per delegate)  (£60 per delegate) made payable to the Institute of Fundraising.  
Please **debit** my: \*Visa  \*Mastercard  Switch  for  (£20 per delegate)  (£60 per delegate)  
Card number:   
Issue No. (for Switch)  Valid from:  /  Expiry date:  /   
Signature:

*\*Please be advised that for all Visa/Mastercard payments, a 2.75% surcharge applies.*

**If paying by Bank Transfer please send your payment to:**

National Westminster Bank, Stockwell Branch, 358 South Lambeth Road, London SW8 1UR,

**Account Name:** Institute of Fundraising **Account Number:** 64806057 **Sort Code:** 60-20-31

### DATA PROTECTION

By entering your details in the fields above, you agree to allow the Institute of Fundraising and companies associated with this event to contact you (by mail, email, telephone or fax) regarding their services. If you do not wish to receive such communications please contact us in writing. If you do not wish to receive mailings from other carefully selected companies please tick

### CANCELLATIONS / SUBSTITUTIONS

Cancellations made within 7 days of the date of the workshop will be charged at 50% of the invoice total. Cancellations made after this date will be charged the full invoice total. However you can send a substitute delegate at any time. Cancellations and substitutions must be made in writing.

### BOOKING CONDITIONS

A confirmation email will be sent to you on receipt of your booking. Payment must be received before the conference date. If payment is not received, delegates will be asked to guarantee payment with a personal credit card.

### SPECIAL ARRANGEMENTS

If you have any particular requirements such as wheelchair access or special dietary needs, please let us know in advance by calling 0845 337 3801.

### About the Institute of Fundraising

The Institute of Fundraising provides membership and professional development opportunities to support you in your career progression. For best practice guidance and resources, free advice and support, discounts on the Institute of Fundraising events and central training opportunities as well as a free copy of Third Sector each week, find out about membership opportunities today. Call the membership team on **020 7840 1010** or visit **www.institute-of-fundraising.org.uk**



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