

# Gift Aid Small Donation Scheme recording sheet



Local meeting name and address: .....

..... postcode .....

The two people signing the sheet confirm that they have counted the cash collection and no single donation was more than £30.

Date																
Note amount of each denomination (maximum £20 per person per occasion)		No.	£	No.	£	No.	£	No.	£	No.	£	No.	£	No.	£	
	1p															
	2p															
	5p															
	10p															
	20p															
	50p															
	£1															
	£2															
	£5															
	£10															
	£20															
Total																
Signature																
Signature																
Date banked																
										Grand total:		GASDS total (25%):				

The cash collected must be banked in the meeting bank account a.s.a.p.