



**AGE**  
*Concern*

Hammersmith and Fulham

## INFORMATION SHEET

Some frequently asked questions about the Great Sunday Lunch Fundraising Event

### How Can I Register?

- Pick up a Registration Form Age Concern Hammersmith and Fulham 105 Greyhound Road, London W6 8NJ or 11 Farm Lane SW6 1PU
- Call Age Concern on 0207 – 386 – 9085 and we will fill out the Registration Form for you over the phone or send you a Registration Form in post.
- Send an email to [dawn@achf.org.uk](mailto:dawn@achf.org.uk)

### What happens after I register?

Once you have completed the Great Sunday Lunch Registration Form, you will receive an information pack

### What is in the Great Sunday Lunch Information Pack?

- The Great Sunday Lunch Information pack contains a Welcome Letter, Registration Form, an Information sheet, Invitation form, an envelope to place donations in, a Donation Form, some posters and a few advertising coasters.

### Do I have to host Sunday Lunch Sunday 19<sup>th</sup> October?

No, Sunday the 19<sup>th</sup> October is the official date of the Great Sunday Lunch, but you can always choose a date that is more convenient for you and your guests.

### What do I say to those I want to invite to my Sunday Lunch Event?

Make sure your guests know that the event is a fundraiser for Age Concern Hammersmith and Fulham.

## **What Do I do with the donations collected?**

- Complete the Donation Form
- Place all donations and the Donation Form in the envelope provided and bring it in to Age Concern Hammersmith and Fulham, 105 Greyhound Road, London W6 8NJ.
- Or send a cheque made payable to Age Concern Hammersmith and Fulham to Dawn Stephenson, Chief Executive Officer, Age Concern Hammersmith and Fulham, 105 Greyhound Road, London W6 9NJ.

## **Will I get a letter acknowledging how much I have donated?**

Yes, you will receive a thank you letter from us within a few weeks of receiving your donation.

## **What is Gift Aid?**

Age Concern Hammersmith and Fulham is able to reclaim tax on donations made by guests at The Great Sunday Lunch, providing you are a UK taxpayer who has paid an amount of income or capital gains tax at least equal to the tax that Macmillan Cancer Support reclaims on my donations in the tax year.

It may sound complicated but in simple terms Age Concern Hammersmith and Fulham can now claim back 25p of every £1 of your donation simply by getting you to fill in all the boxes on the gift aid sheet in your Great Sunday Lunch Information pack!

*\* Gift Aid does not apply to non-UK tax payers, Isle of Man and Channel Islands residents.*

If you require any additional information including menu suggestions, contact Dawn Stephenson, 020 -7386 - 9085, Age Concern Hammersmith and Fulham, 105 Greyhound Road, London W6 8NJ, email: [dawn@achf.org.uk](mailto:dawn@achf.org.uk)