



Dear Sir/Madam:

Thank you for reserving your place at the reception and dinner event with the Armenian Olympians and the President of Armenia Mr. Serzh Sargsyan on July 28<sup>th</sup> 2012. We are certain that this special event will be marked in history of the Armenian Community in England as a memorable function.

Due to high demand and extremely limited space, your place will be held for five working days and then released, therefore we kindly ask you to complete the form below in full with your payment details in the second page (if you are a TAX payer please help us by completing the *giftaid it* form) and return it to us immediately by mail to the address shown for processing, your place is not guaranteed until you receive your invitations by post. Payments will not be processed until we are able to guarantee your place(s).

For an event of this nature, you will appreciate that security is of utmost importance and accordingly we ask you to understand that the information requested in the table below is very important and required in full. Also for security purposes, invitations are restricted to you and your immediate family (spouse and children with minimum age of 16). We are unable to accept reservations on behalf of others. If you know friends who would like to come please ask them to contact us to reserve their place.

**Please do not delay and return these documents urgently.**

	Title	First name	Family name	Date of birth	Place of birth
<b>1</b>					
	Dietary requirement & any allergies?				
<b>2</b>					
	Dietary requirement & any allergies?				
<b>3</b>					
	Dietary requirement & any allergies?				
<b>4</b>					
	Dietary requirement & any allergies?				

**Table 1: If you have more family members attending, please reprint this page and add the extra names.**

Please select your payment method, complete the *giftaid it* form then print and post.

**To pay by Credit Card**, please provide the following details:



Name of Cardholder: .....

Card Number: .....

3 Digit Security Code: ..... Expiry Date: .....

Issue Number (for Switch only): .....

House Number : ..... Post Code : .....

**To pay by cheque**, please make your payments to: *London Armenian Community Trust, or LACT*, and post it with the *optional* Gift Aid form given below to : P.O. BOX 46207 • London W5 1XX • UK.

**Gift Aid declaration – for a single donation**

*giftaid it*

Name of charity or ----- *LONDON ARMENIAN COMMUNITY TRUST (Reg. No. 271931)* -----  
**Community Amateur Sports Club**

Please treat the enclosed gift of £ ----- as a Gift Aid donation.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for the current tax year (6<sup>th</sup> April to 5<sup>th</sup> April) that is at least equal to the amount of tax that all the charities and Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for the current tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I have given.

**Donor's details**

Title ----- First name and Surname -----

Full Home address -----

----- Postcode -----

Date ----- Signature -----

Please notify the charity or CASC if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains.

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 all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

The LACT is a registered charity number 271931 for the ACCC of GB that entered the Register of Charities on 10<sup>th</sup> September 1976