



ROYAL BALLET SCHOOL

Making a gift of shares to The Royal Ballet School

Donating your shares to The Royal Ballet School is not only a valuable way to support our students and the art form, but it may also be a shrewd financial decision. The donation of shares is one of the most tax-effective ways to support charities, as you won't have to pay capital gains tax on the shares you donate and it is likely you can also claim income tax relief.

Share giving - How does it work?

- Since April 2000, a tax incentive has made share giving more attractive. Individuals who give shares to charity are entitled to claim back full tax relief against the value of those shares
- Furthermore, you will not have to pay capital gains tax on shares which have increased in value since they were purchased

	Value of shares	Amount of income tax relief you can claim	Cost to you (share-owner)	Value to RBS
Basic rate taxpayer (20%)	£1,000	£200	£800	£1,000
Higher rate taxpayer (40%)	£1,000	£400	£600	£1,000
Additional rate taxpayer (50%)	£1,000	£500	£500	£1,000

- Tax relief is available to UK taxpayers donating shares and securities listed on the UK Stock Market, the Alternative Investment Market and recognised stock exchanges overseas
- It is also available for units in a UK unit trust, shares in a UK open-ended investment company (OEIC) and some similar foreign investments
- You can claim tax relief equal to the market value of the shares on the day you make the gift, together with any associated costs such as brokers' fees
- Capital gains tax (CGT) on any increase in the value of the shares since they were purchased will not apply



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Please note: Should your shares have gone down in value, you will not be able to use this loss to offset any other CGT liability you may have.

Example:

- Donor gives 1,000 shares worth £2.50 each (£2,500) on the day the gift is made to The Royal Ballet School
- Broker's fee paid by the donor is £25
- The deduction against income is: £2,500 + £25 = £2,525 - which for a higher rate tax payer @ 40% = £1,010
- Cost to donor for a donation worth £2,500 to The Royal Ballet School is just: £2,525 - £1,060 = £1,465

In addition, the donor will not be required to pay the capital gains tax, which would have been payable if the shares had been sold.

What will The Royal Ballet School do with your shares?

- Large holdings of shares (over £100) will be sold through our stockbrokers and the income generated used to support the work of the School and its students
- Donations of smaller holdings of shares (less than £100) will be forwarded to [ShareGift](http://www.sharegift.org.uk/), an independent registered charity which specialises in accepting donations of shares (especially small holdings which would be uneconomic to sell on their own). ShareGift distributes the proceeds of their charitable activities to a wide range of UK registered charities including The Royal Ballet School. ShareGift is the working name of The Orr Mackintosh Foundation Ltd (Registered Charity No. 1052686) <http://www.sharegift.org.uk/>

How do I donate shares to The Royal Ballet School?

Please:

- Contact The Royal Ballet School to help arrange the transaction
- For larger holdings please transfer the shares into the name of The Royal Ballet School
- For smaller holdings please send the share certificates direct to us with a covering letter saying you would like these to be donated to ShareGift and we will forward them on
- Keep evidence of the gift, the date it was made and the charity's acceptance
- Claim the appropriate tax relief

How do I transfer the shares into the name of The Royal Ballet School?

If you hold a share certificate

The Royal Ballet School A company limited by guarantee Registered in England (547018) Registered Charity No: 214364

www.royalballetschool.org.uk

Upper School 46 Floral Street, Covent Garden, London WC2E 9DA T 020 7836 8899 Lower School White Lodge, Richmond Park, Surrey TW10 5HR
T 020 8392 8440



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- Contact the company's registrar. Their details can be found on your share certificate, dividend vouchers, the company's annual report, or their website. The company's registrar will provide a stock transfer form for you to complete and return to them
- It is important that you keep a copy of this form. It is your evidence to the Inland Revenue concerning the date of the gift. The company registrar will then issue a new certificate in the name of The Royal Ballet School

If your shares are held in a nominee account

- Ask your broker to transfer the shares for you and then proceed as above. The broker might charge you for this service, but you should be able to get tax relief on this together with the value of the shares

Claiming tax relief

You can claim relief by:

- Completing the appropriate section of your self-assessment return, or
- Requesting that your PAYE code is amended for the current tax year, or
- Requesting that your self-assessment payments on account are reduced

If you are not sent a self-assessment return at the end of the tax year, or if you want to claim relief before the end of the current tax year, you should write to your tax office, giving full details of the gift, in order to claim the relief.

For more information on making a gift of shares to The Royal Ballet School please contact:

Sarah Eliot-Cohen, Head of Development

46 Floral Street, London WC2E 9DA

Telephone: 020 7845 7070 Email: sarah.eliot-cohen@royalballetschool.org.uk



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Please seek independent financial advice when thinking of making a gift of shares to charity.

Organisations which may be able to help include:

Charities Aid Foundation
Kings Hill, West Malling
Kent ME19 4TA
Phone: 01732 520000
Website: <http://www.cafonline.org/>

ShareGift
24 Grosvenor Gardens
London SW1W 0DH
Phone: 020 7337 0501
Website: <http://www.sharegift.org/>

Community Foundation Network
Swallow House
11 Northdown Street
London N1 9BN
Phone: 020 7713 9326
Website: <http://www.communityfoundations.org.uk/>

Inland Revenue
Phone: 0845 3020203 or consult the Inland Revenue leaflet IR 178
Website: <http://www.hmrc.gov.uk/>



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Share Donation Form

I would like to donate the following shares to The Royal Ballet School:

Your details: (please complete in block capital letters)

Title _____ First Name(s) _____

Surname _____

Address _____

_____ Postcode _____

Daytime Tel _____ Mobile _____

No _____

Email _____

We would love to keep you up to date with news of The Royal Ballet School, please tick this box if you would prefer not to hear from us.

The following shares have been re-registered in the name of The Royal Ballet School:

Details of Share Certificates: (please complete in block capital letters)

No: Shares	Name of Company	Details (eg: share type and nominal value)
<input type="text"/>	_____	_____
<input type="text"/>	_____	_____
<input type="text"/>	_____	_____
<input type="text"/>	_____	_____

Signed _____ Date _____



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Please return your completed form with the Share Certificate(s) you wish to donate to:

Sarah Eliot-Cohen, Head of Development
The Royal Ballet School, 46 Floral St, London WC2E 9DA

Should you have any queries please call 020 7845 7070 or email:
sarahec@royalballetschool.co.uk