



Queen Mother's Clothing Guild

a clothing and linen charity since 1882

Annual Report 2016

HELP US TO HELP OTHERS

www.qmcg.org.uk
Charity Registration No. 211764



Hugo Burnand

HRH Princess Alexandra, the Hon. Lady Ogilvy
Patron



PATRON

HRH PRINCESS ALEXANDRA, THE HON. LADY OGILVY

TRUSTEES

Chairman: MRS GILLIE JACKSON
MRS JANE FITZGERALD
MRS MAJELLA FORSTER
MRS SHARON STEWART
MRS JANE THAM
MRS SUSAN WALLACE

OFFICERS AND COMMITTEE

Chairman: MRS MAJELLA FORSTER
Vice-Chairman: MRS LINDA THOMPSON
Hon. Treasurer: MRS SHARON STEWART
President of the Royal Group: MRS DAPHNE CLARKE
Executive Committee: MRS SARAH COTTON
MRS TESSA CRAWFORD (until 14.6.16)
MRS JULIA KNIGHT (from 2.11.16)
MRS VICTORIA SPENDLOVE

Secretary: MRS FIONA RIVAZ (until 23.1.17)
MRS HEATHER MEARS (from 23.1.17)

Accountants: Heyburn Bennett Ltd
9 Bridge Street, Walton on Thames
Surrey KT12 1AE

Bank: National Westminster Bank Plc
Piccadilly & New Bond Street (A) Branch
63-65 Piccadilly, London W1J 0AJ

Investment Advisors: Investec Wealth and Investment Limited
30 Gresham Street
London EC2V 7QN



LIST OF PRESIDENTS

ANSELL, Mrs Miriam
BENGE, Mrs Lynn
BRIANT, Mrs Ruth
BROWN, Mrs Etta
BRUNNING, Mrs Sally
CARTER, Miss Pamela
CARVER, Mrs Elizabeth
CLARENDON, The Dowager Countess of
CLARKE, Mrs Daphne
COBBETT, Mrs Jane
COTTON, Mrs Sarah
CRAWFORD, Mrs Tessa
DAVIES, Dr Diane
DENISON-PENDER, The Hon Mrs Robin
EDNEY, Mrs Jean
ELLIOT, Miss Jane
FERRY, Mrs Sue
FITZGERALD, Mrs Jane
FORSTER, Mrs Majella
GILL, Mrs Karen
GORDON, Ms Jennifer
GRAHAM, Ms Alyson
GUPPY, Mrs Mary
HALL, Mrs Zara
HELLIAR, Mrs Norma
HURLEY, Mrs Kathleen
JACKSON, Mrs Gillie
JONES, Mrs Liza
KNIGHT, Mrs Julia
MARSH, Miss Wendy
McEWAN, Miss Vera
MEEHAN, Mrs Natalie
MYERS, Mrs Teresa
PARRY, Mrs Rachel
PRUDE, Mrs Martina
PYARI, Mrs Soami
RIVAZ, Mrs Fiona
ROBERTS, Miss Loretta
ROBINS, Mrs Naomi
RUSSELL, Mrs Clare
RUSSELL-PAVIER, Miss Louise
SAMPSON, Mrs Lois
SILLINCE, Mrs Marjorie
SPENDLOVE, Mrs Victoria
SQUIRE, Mrs Nicola
STEEL, The Lady Rosemary
STEVENSON, Mrs Audrey
STEWART, Mrs Sharon
THAM, Mrs Jane
THOMAS, Mrs Sylvie
THOMPSON, Mrs Linda
TRINDER, Mrs Kate
WALLACE, Mrs Susan
WARDE, Mrs Anthea
WHITBREAD, Mrs Helen
WILCOX, Mrs Cathy
WILKINSON, Mrs Caroline



A BRIEF HISTORY OF THE GUILD

In 1882 the Matron of an orphanage in Dorset asked Lady Wolverton if she could provide 24 pairs of hand knitted socks and 12 jerseys for the children. This gave Lady Wolverton the inspiration of starting a small Guild amongst friends to provide no fewer than two garments a year each to help the orphanage and other charities. After a year they had attracted 460 members. In 1885 a friend of Lady Wolverton's, Her Royal Highness Princess Mary Adelaide, Duchess of Teck, (mother of the future Queen Mary) became Patron of "The London Guild"; in 1889 it was re-named "The London Needlework Guild".

In 1897, on the death of her mother, Her Royal Highness the Duchess of York, later Queen Mary, became Patron. Her Majesty had worked for the Guild from her early youth, leading her own Group, and the Guild was said to be her favourite charity as it was the first one to arouse her interest. In 1914 the name was changed to "Queen Mary's Needlework Guild". As part of the war effort hundreds of thousands of garments were packed and sent to troops overseas. Queen Mary requested that garments and parcels should be sent to Friary Court, St. James's Palace, London, where to this day, we still coordinate the distribution of clothing to the UK charities the Guild continues to help. Her Majesty was in charge during this time and there was a book printed covering the work of the Guild from 1914 – 1919. In the years between the wars the Guild provided 60,000 garments a year but the Second World War brought difficulties. Many county branches dropped out and the number of garments distributed decreased. Her Majesty, realising there was a pressing need to provide clothing for the poor, did much to re-ignite the flame. The Report for 1950 shows 14,843 garments were sent to 130 charities.

On the death of Queen Mary in 1953, Her Majesty Queen Elizabeth The Queen Mother became Patron taking over Queen Mary's Group and the Guild continued to flourish producing 15,000 or more garments each year. Her Majesty was a wonderful supporter and rarely failed to attend Packing Week at St. James's Palace where she always had time to talk to knitters and charity representatives. In 1986 the name was changed to "Queen Mary's Clothing Guild".

In 1911 Her Royal Highness Princess Mary, later The Princess Royal, formed her own Group. After her death in 1966 this was taken over by Her Royal Highness Princess Margaret, Countess of Snowdon. In 2002 on the death of Queen Elizabeth The Queen Mother and Princess Margaret, the two Groups were amalgamated and are now called The Royal Group. In 2003 Her Royal Highness Princess Alexandra, the Hon. Lady Ogilvy became Patron and gives wonderful support during Packing Week at St. James's Palace.

On 29th April 2010 the name of the Guild was formally changed to "Queen Mother's Clothing Guild" after agreement from Her Majesty The Queen. This name change was made as a tribute to Her Majesty Queen Elizabeth The Queen Mother who had been our Patron for almost fifty years.

ORGANISATION

The Board of Trustees oversees the Executive Committee that manages the Guild. The Executive Committee meets regularly and consists of a minimum of seven Presidents including Ex-Officio members.

During the year individual Groups organise functions to raise money, hold knitting parties and start to collect items that will go to St James's Palace. Each year all the charities on the current list and new ones that have applied are contacted by the Secretary to ask for a list of the type of clothing they would like to receive.



Warehouse shopping is done where possible in order to purchase winter clothing at a good price. Charities request good quality warm items and as these are expensive, we try to shop as economically as possible. The warehouses used are kind enough to hold items purchased until they can be delivered at the start of Packing Week to avoid storage costs. Some warehouses also donate items.

The clothing and linen that has been collected arrives on the first morning of Packing Week when everything is unpacked and counted for allocation purposes before being distributed between the stalls (see page 12). During the second morning, our Patron normally attends, as do members from Groups all over the UK; charities also visit to find out how we operate with a view to receiving clothing in future years. When the guests have left, the garments are packed ready for collection by each charity the following morning. The whole process takes two and a half days.

TRUSTEES' REPORT

The aim of the Guild is to buy, make and collect new clothing and household linen and distribute these items to British charities, operating only in the United Kingdom, for the sick and needy they support.

During the year, in making decisions, the Trustees have had due regard to the Charity Commission guidance on public benefit, and have given consideration as to how the activities of the Guild contribute to its charitable status.

In terms of the Guild's risk assessment policy, we continue to monitor the charities we support in order to guard against inappropriate use of our donations, and accordingly we maintain a system of regular visits to all the charities, existing and proposed, to ensure that our donations are reaching those we are seeking to help. Our other main areas of risk are the Guild's two annual events, Packing Week and the AGM, and Public Liability Insurance continues in place for both these occasions.

The Guild's income was this year enhanced by a very generous donation, but the underlying performance continues much as expected in what is currently a difficult climate for the charity sector. As last year, there is the continuing need for Presidents to think about fundraising for the Guild, if at all possible, to ensure that we are able to continue to offer help to those in need.

Membership of the Board of Trustees remained unchanged during the year, and I would like to record my thanks and appreciation to them for all they have done, and continue to do, to support the work of the Guild.

It is with great pleasure that I welcome ten new Presidents this year. The Guild relies on the continued support, loyalty and enthusiasm of its members in order to fulfil its aims, and it is encouraging to see so many new members carrying on our tradition of helping those in need in our communities.

The Trustees would again like to record our thanks to HRH Princess Alexandra for her continued, and valued support for the Guild this year, and for her gracious attendance at Packing Week in September, which was very much appreciated by us all.

The Trustees would also like to thank the members of the Executive Committee for all their work for the Guild during the year.



We are pleased to confirm that the accountants Heyburn Bennett Ltd and the financial advisors Investec Wealth and Investment Limited have been re-appointed to act for the Guild for a further year.

Gillie Jackson, Chairman, Board of Trustees

EXECUTIVE COMMITTEE REPORT

During the past year, the members of the Executive Committee have continued the programme of visiting and reviewing both existing and new charities to ensure that our donations are being put to best use in helping those in need.

This year has seen some changes to the Committee. After completing three years on the Committee, Tessa Crawford retired, and at the end of the year, family commitments caused Fiona Rivaz to resign as Secretary. I would like to record my thanks to both Tessa and Fiona for their hard work and all they have done and continue to do for the Guild. The Committee also welcomed Julia Knight as a new member on to the Committee and Heather Mears as the new Secretary.

In May, we again held our Annual General Meeting at the Lansdowne Club where our speaker was Mr Julian Avery, President of St Michael's Hospice, Hastings. I would like to record our thanks to him for a very interesting talk about the different aspects of the work of the hospice, and also the hospice's plans for modernisation and renovation following the recent devastating fire.

The Guild was again privileged to hold Packing Week in September at St James's Palace where we sorted and distributed 19,381 items to 45 charities. In Scotland, a further 2,800 items were collected and distributed to 17 more charities. This is only possible, through the hard work and generosity of all those who support the work of the Guild, and to whom a huge thank you is offered on behalf of the many in, sometimes desperate, need you enable us to help.

In November, Gillie Jackson, Sharon Stewart and I had the honour and pleasure to represent the Guild at an Evening Reception hosted by Her Majesty the Queen at Buckingham Palace. The Reception was given to celebrate the Patronages of Her Royal Highness Princess Alexandra, and we had the opportunity to meet representatives of some of the other charities for which Her Royal Highness is Patron.

Lastly, I would like to thank all those involved in the Guild in different ways for their continued hard work, support and encouragement that has enabled us to continue our vital work of supporting those in need in our communities.

Majella Forster, Chairman, Executive Committee

THE ROYAL GROUP

This year Pam Tee, member of the Royal Group, and I visited a women's refuge as part of the Executive Committee's policy of assessing new and existing charities. For most of us such places are something of a mystery, and we were not sure what to expect. However, we were amazed by the facilities available and the help and support provided for women of all ages and from all walks of life - some pregnant or with young children. I am pleased to say that following our report, the Committee agreed to add the refuge to the list of charities supported by the Guild.



Unfortunately, many members of the Royal Group are no longer able to attend either the AGM or Packing Week, but their generosity and loyal commitment continues to assist the Guild in supporting charities such as the women's refuge mentioned above. I would like to thank them for their contributions that enabled us to purchase 1,305 items of women's clothing and 96 pairs of trainers for distribution to various charities in 2016.

Daphne Clarke

THE SCHOOLS' GROUP

It is very rewarding to see the response from students when they come to help at our annual Packing Week in St. James's Palace. Although they have been making their own collection of new items for the Guild, nothing can prepare them for the sight of the enormous number of items that we unpack, count and then take to the stalls, to be put on display until distribution to the many charities we support.

We were pleased to see, as in many previous years, girls from Manor House School came again with a member of staff to help. The girls worked in two teams, collecting and packing items from the stalls. They were especially pleased to be helping charities for the homeless and refugees, being aware of the terrible conditions they had suffered before arriving in this country. The girls and Matron worked really hard and their help was much appreciated.

Students beginning their DofE Award participation at the age of 14, are not then old enough to be able to participate in some forms of volunteering available to older students. Volunteering for the Guild fills that gap. Fundraising for example can be done at home or school. Any money raised can be spent on much needed items such as sleeping bags for the charities helping the homeless.

In November, the Chairman and I were invited to a DofE Gold Awards Ceremony at St James's Palace where we had the honour of being presented to HRH the Duke of Edinburgh who presented the awards with his congratulations to each of the students.

Rachel Parry

THE GUILD IN SCOTLAND

My Group covers the whole of the north of Scotland from Inverness north. For many years, I have organised scores of knitters, distributing wool to them. Last year we organised our show of knitting in our local Church Hall on 1st October and we had nearly 1,000 garments on display of all sizes from babies' booties to men's pullovers and crochet blankets. All the items were distributed to local charities, women's aid, residential care homes and hospices, and all were very gratefully received.

Our annual show always generates a good response from the public locally, and results in a few more volunteering to knit for the Guild. Everyone is offered a cup of tea and some home baking!

Mrs Etta Brown, President of the Queen Mother's Clothing Guild for the North of Scotland.

Mrs Etta Brown, a longstanding supporter of the Guild, had the honour in 2015 of being awarded the British Empire Medal for voluntary service in Ross-shire and in particular for her work for the Queen Mother's Clothing Guild.



IN 2016 GRANTS OF LINEN AND CLOTHING WERE MADE TO:

Age UK Canterbury	Open Doors (City & Hackney PCT)
Ascension Church Mission	Pimento Community Project
Ashford Place	Princess Royal Hospital (SCBU)
Barons Court Project	Richmondhill House, Aberdeen
Bethnal Green Methodist Church	Royal London Hospital (NICU)
Bethesda Hospice (Isle of Lewis)	Salisbury Women's Refuge
Canterbury Oast Trust	Salvation Army (Hoxton Centre)
Cardinal Winning, Glasgow	Salvation Army (Hawick)
Changing Pathways	SCBU Raigmore Hospital (Inverness)
CHAS Children's Hospice (Inverness)	Simon Community Scotland (Govanhill Women's Service)
Community Support for HIV (Homerton Hospital)	Speyside Care Home (Aberlour)
Crawley Open House	SSAFA
Croydon Refugee Day Centre	St Christopher's Fellowship
Cyrenians, Aberdeen	St Christopher's Hospice
Emmaus, Hastings & Rother	St Luke's Hospice
Erskine Home, Paisley	St Michael's Hospice
The Given-Wilson Institute	St Mungo's Broadway
Glassdoor	St Raphael's Hospice
Highland Hospice (Inverness)	St Thomas' Hospital (NICU)
Home of Comfort for Invalids	St Vincent's Hospice (Renfrewshire)
Horseback UK	Stoke Mandeville (NICU)
Hospice in the Weald	Suited and Booted
Kairos Community Trust	The Passage
Leonard Cheshire Disability – St Cecilia's	The Seaview Project
Little Havens Children's Hospice	The Upper Room
Little Sisters of the Poor	Veteran's Aid
London City Mission	Westminster Society for People with Learning Disabilities
Marie Curie Hospice (Hampstead)	Women's Aid (Aberdeen)
Maternity Unit Hospital (Melrose)	Women's Aid (Inverness)
Nazareth House Care Home (Edinburgh)	Woking and Sam Beare Hospices
Nightingale Hammerson	
Northwick Park Hospital (NICU)	

**A TOTAL OF 22,181 ITEMS WERE DISTRIBUTED
TO THE ABOVE CHARITIES DURING 2016**



A SMALL SAMPLE OF THE MANY THANK YOU LETTERS RECEIVED THIS YEAR

London City Mission

Although I did not come to the View Day I do want to express my very grateful thanks on behalf of the London City Mission for all of the items that we were able to pick up last Wednesday. In September, we welcomed over 40 new people who have joined the Mission (the biggest intake since WW2) and this has enabled us to extend our reach into some of the toughest urban estates in London, the majority of the areas we are venturing into have high figures of deprivation which means the items so generously donated by QMCG are all the more vital.

Nightingale Hammerson

On behalf of the residents of Hammerson House may I say a heartfelt thank you to the Guild for your very kind donation. The purpose of the Guild and its hardworking volunteers is something to behold, so many charities benefiting from your kindness and tenacity.

St Christopher's Hospice, Sydenham

I am writing to say how pleased we were to receive the 13 bags of garments and linen from QMCG this year. Each individual piece will be used by our nurses to provide comfort and care for our patients. As an organisation, we are pleased that we are able to continue to benefit from the work that QMCG carries out and hope our long-standing association with the charity can continue. Thank you on behalf of all the staff at St Christopher's for this gift.

The Westminster Society

Each year the donation of clothes we receive from the Queen Mother's Clothing Guild goes to The Rainbow Family Centre that is run by the Westminster Society for people with learning disabilities and our Family Services Team distribute the clothes and other items to people in great need. This is all possible thanks to your hard work. As we arrived with the bags at the centre on Wednesday everyone looked delighted and they can't wait to distribute them to the families. This is all possible thanks to your hard work. A huge thank you from all at The Westminster Society and the adults and children with disabilities and their families that we support.

NEW GROUP IN RIPON

We are a new group here in Ripon, North Yorkshire. In our first year, we set out to raise awareness of the work of the QMCG and attract members who could form a knitting circle to make items for Packing Week. We decided to raise money so we could buy wool.

My deputy, Sylvia Grice MBE, is a veteran fundraiser. As part of the Queen's 90th birthday celebrations Sylvia hosted an afternoon tea party in her beautiful garden and several local charities, including QMCG, benefited from the proceeds. Ripon Lions Club also donated and together with a cake stall in Ripon market our annual total was about £460.

Not quite as much as the Calendar Girls but then of course that's been done already!

Mrs Karen Gill, President, Ripon Group, North Yorkshire



Accounts - Queen Mother's Clothing Guild

Receipts and payments account for the year ended 31 December 2016

Receipts		
Subscriptions and Donations	72,549.72	16,021.78
Income from Investments	14,910.53	15,264.67
Sales of Investments	84,037.84	23,269.59
Income from Investments - Mrs Pipe's Legacy	8,168.12	7,946.90
Proceeds from Raffle	1,847.70	1,432.00
Tax Repayments	-	1,747.23
Sales of Aprons/Tea Towels	847.00	280.00
Sales of Notelets and Cards	558.00	140.00
Sales of Badges	90.00	120.00
Interest on Deposit Accounts	-	126.73
Miscellaneous	-	30.00
Sales of Investments - Mrs Pipe's Legacy	57,561.09	-
Sales of Playing Cards	30.00	-
	240,600.00	66,378.90
 Balance at Bank at 1 January		
Bank Current Accounts	17,017.07	7,379.66
Building Society Deposits	-	16,406.39
Investec Wealth & Investment	22,397.73	15,410.35
Investec Wealth & Investment - Mrs Pipes Legacy	19,644.82	19,644.82
	299,659.62	125,220.12
 Payments		
Wool and Clothing	36,824.91	30,752.46
Purchases of Investments	61,910.16	16,282.21
Venue Hire	8,343.91	8,958.79
Miscellaneous Expenses	719.05	949.72
Printing, Stationery and Postage	1,063.79	1,204.94
Purchases of Notelets, Cards & Aprons	1,973.17	520.66
Website	43.13	-
Travel	70.76	-
Purchases of Investments - Mrs Pipe Legacy	43,785.30	-
Secretarial Fees	-	-
Recruitment for a Secretary	600.00	-
Purchase of items distributed to Scottish Charities	7,425.64	7,491.72
	162,759.82	66,160.50
 Balances at Bank at 31 December		
Bank Current Accounts	58,953.78	17,017.07
Investec Wealth & Investment	44,525.41	22,397.73
Investec Wealth & Investment - Mrs Pipes Legacy	33,420.61	19,644.82
	299,659.62	125,220.12

Cost of Investments Held at 31 December 2016

The Cost of Investments held at 31 December 2016	322,827.59
Investments held on behalf of Mrs Pipe Fund 31 December 2016	158,045.26
Interest on cash balances	947.79
	481,820.64



Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement:

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;

OR

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Mark John Heyburn
7 March 2017
Heyburn Bennett Ltd
Chartered Certified Accountants & Registered Auditors
9 Bridge Street
Walton on Thames
Surrey KT12 1AE



THE CATEGORIES OF GARMENTS AND LINEN

The new items made, donated or bought are divided into the following categories before being distributed each autumn at Packing Week.

Premature Babies – Premature baby clothing, incubator bedding, flat pram sheets.

Babies – All babies' clothing and bedding up to the age of 2 years. Baby grows, nightwear, daywear and outdoor clothing such as padded trousers, anoraks and snowsuits. Many hand knitted items are supplied by people all over the UK who enjoy knitting.

Children 2-5 years – All types of clothing, we are frequently asked for warm outerwear, jeans and school uniforms. Pyjamas and underwear are also popular.

Children 6-16 years – All types of clothing, warm outerwear, tracksuits, fleeces and sweatshirts are much in demand as is school uniform. Any practical hardwearing casual clothing is useful – underwear and pyjamas for all ages are also welcomed.

Women 1 – All underwear and night clothing. Requests come in from hospices that require nightwear, homeless charities that require warm underwear and other charities that provide clothing to many people in need. All ages of women are supported.

Women 2 – All other clothing for women. Hospices and residential care homes require woollen garments that open down the front for easy care. Tracksuits, fleeces, warm coats and jackets are given to homeless charities and clothes suitable for those applying for work are also needed.

Men 1 – All underwear and night clothing. Requests come in from hospices that require underwear, homeless charities that require warm underwear and other charities that provide clothing to many people in need. All ages of men are supported.

Men 2 – All other clothing for men. Hospices and residential care homes require woollen garments that open down the front for easy care. Tracksuits, fleeces, warm coats and jackets are given to homeless charities and clothes suitable for those applying for work are also needed.

Linen – Provides sheets, pillowcases, towels to hospices and residential care homes. Sleeping bags are given to charities supporting the homeless. Linen is also used by charities to help people start up in their own flats or to replace items lost in theft or fire.

Various – A collection of two stalls that deal with the following:

- **Various 1** Bed jackets, knee rugs, shawls, leg warmers and bed socks
- **Various 2** Hats, gloves and scarves

Footwear – Shoes and trainers are given to charities supporting the homeless or people returning to work. Slippers are given to hospices and residential care homes. Children's slippers and trainers are also requested.



GIFT AID DECLARATION – multiple donation

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay in the current tax year.

Your address is needed to identify you as a current UK tax payer.

In order to Gift Aid your donation you must tick the box below:

I want to Gift Aid my donation of £ and any donations I make in the future or have made in the past 4 years to:

Name of Charity: **QUEEN MOTHER'S CLOTHING GUILD**

Charity Number: **211764**

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

My Details

Title First Name or Initial (s)

Surname

Full Home Address

Postcode Date

Please notify the charity if you:

- want to change 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-Assessed tax return or ask HM Revenue and Customs to adjust your tax code.

If you are making a donation through your Group President you can attach this form to your cheque and your President will send it on to the Treasurer at:

QUEEN MOTHER'S CLOTHING GUILD

22 Stamford Brook Road

London W6 0XH

