

**Declaration of Eligibility by a Charity / Individual for VAT Relief**

**Please note there are penalties for making false declarations**

If you are in any doubt as to whether you are eligible to receive goods or services zero-rated for VAT you should consult HMRC notice 701/7 - VAT reliefs for disabled people (visit [www.hmrc.gov.uk](http://www.hmrc.gov.uk) and search for **701/7**) or contact HMRC National Advice Service on 0845 010 9000 before signing the declaration.

**I** (full name and status in charity / individual) \_\_\_\_\_

**of** (contact details) \_\_\_\_\_

**declare that** the charity / individual named above is receiving from Enabling Technology: -

the following goods which are to be made available to a disabled person or persons for their

domestic or personal use:

(description of goods);

the following services to adapt goods to suit the condition of a disabled person:

(description of services and goods);

the following services of installation, repair or maintenance of goods made available to a disabled person or persons:

(description of services and goods);

and I claim that the supply of these goods or services is eligible for relief from value added tax under Item 2 Group 12 of Schedule 8 of the VAT ACT 1994 or Items 4 and 5 of Schedule 8 of the VAT ACT 1994

In order for us to successfully process this VAT exemption, please would you also supply us with proof of the client's disability or condition. For example, a letter from their GP, or letter of proof of Disability Living Allowance (DLA) eligibility – copies will be fine.

*We are sorry to have to ask for this proof, but HMRC will not necessarily accept the exemption form on its own as proof of eligibility.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_ / \_\_\_ / 20\_\_\_

Please return this form to: Enabling Technology Limited, Castlefields, Stafford ST16 1BU.

Thank you.