



Tax relief on subscriptions to the Geographical Association

If this is the first time you have claimed tax relief on your GA subscription you will need to write to your Tax Office. A draft letter is reproduced below.

If you haven't completed a tax return you have five years from the 31 October following the end of the year concerned to get the relief. If you've previously completed a return it's five years from 31 January following the end of the year concerned.

[Your contact address]
[Your daytime telephone number]

[date]

To:
[the district which deals with your employer] Tax Office

Dear Sirs

My National Insurance Number:
My Date of Birth:

I wish to claim income tax relief for the subscription[s] below paid to the Geographical Association, a body on the HMRC list of approved organisations for tax relief.

My subscriptions to the GA began on [date of joining. Ask the GA if you do not have this date on record]

Subscription paid during the year[s] ended 5 April [date]: £
[list previous years as appropriate]

Yours faithfully

[Your full name]