



Application Form

Eligible expenditure for deductions
Donations (Sports and Culture) Rules
Subsidiary Legislation 123.102

This application form is to be compiled by companies requesting approval for Tax Deductions for monetary donations given to non-profit cultural organisations or to the Arts Council Malta as qualified in the incentive guidelines.

The application has to be compiled in adherence to the Incentive guidelines which can be downloaded from www.artscouncilmalta.org

1. This application form and any attached documents will be treated as confidential
2. Only application forms that include all relevant supporting documents will be processed
3. All entries in this application form must be clearly explained and substantiated in the fields provided
4. Any missing documentation could lead to a rejection of the claim for deduction.

Submission of Documents

Bank Documents submitted with this application should be certified as true copies of original by a Certified Public Accountant (CPA). Documents should be stamped with the text 'Certified True Copy' and signed by the CPA, and must include the full name, warrant number of the CPA confirming that the document is a true copy of the original. [The stamp should include Name of Accountant and Warrant Number].

Personal Data

Personal information provided in this form will be processed in accordance with the Data Protection Act, Cap 440 of the Laws of Malta and shall be treated in the strictest confidence. Information provided in this form will be processed by Arts Council Malta for the purpose of assessing the applicant's eligibility, approving or otherwise deductions under this scheme.



For Office Use only:

Reference N°.

Date received:

Completed:

Company Registration N°	
Registered Name	
Registered Address	
Income Tax N°.	
VAT No.	
Sector	
Name of Person filling this form	
Designation	
Contact N°	
Email:	

Donation details

Name of beneficiary	Income Tax N° of beneficiary	Amount donated	Brief description of the activity being supported	Date of payment	Type of Transaction
					Choose an item.
					Choose an item.
					Choose an item.

Applying companies are to submit the required Documentation and Proof of Transaction as outlined in the Incentive Guidelines Section 8: *Qualifying Costs and Proof of Transaction*

Checklist [Tick which documents are being submitted with this application]

- a. Copy of the Donation Agreement as outlined under Verification Documentation in the Incentive Guidelines
- b. Original Bank Statements or Certified True Copies showing the relevant transaction, together with certified true Copies of either:
 - i. Cheque image showing details matching the bank statement OR
 - ii. Direct bank transfer vouchers (unless details are clearly stated on the donor's bank statement)OR
 - iii. Copy of the bank draft and relevant bank receipt

I hereby declare that the above information and attached documents are correct. In addition I also declare that there is no relation with any of the beneficiaries listed above as per section 6 of the Incentive Guidelines, and that the donor company is not defaulting on VAT, Income Tax and Social Security obligations.

Signature _____