

**Registering a Charity with the Charity Commission:
What We Need**

TICK BOX

- | | | |
|-----|--|--------------------------|
| 1. | Charity name and working name | <input type="checkbox"/> |
| 2. | Charity's public address | <input type="checkbox"/> |
| 3. | Address charity works from (if different) | <input type="checkbox"/> |
| 4. | Main contact details (including email) at charity | <input type="checkbox"/> |
| 5. | Charity website details | <input type="checkbox"/> |
| 6. | Charity bank account details (sort code, account name, account number, bank address) | <input type="checkbox"/> |
| 7. | Latest Bank Account statement showing income of over £5,000.00 | <input type="checkbox"/> |
| 8. | Letters pledging funds to the charity from donors of grants which together total more than £5,000 per annum
(If no bank account has been set up) | <input type="checkbox"/> |
| 9. | Details of financial year end | <input type="checkbox"/> |
| 10. | Governing documents
(Memorandum and Articles of Association/Trust Deed) | <input type="checkbox"/> |
| 11. | Details of each Trustee (full title, full name, home address, telephone number, email, date of birth) | <input type="checkbox"/> |
| 12. | Child Protection Policy | <input type="checkbox"/> |
| 13. | Vulnerable Adults Policy | <input type="checkbox"/> |
| 14. | Supporting documentation for the charity application
(annual statement, flyers, programme) | <input type="checkbox"/> |

THANK YOU