



Document checklist

These must be submitted with the application, unless we have received them with a previous application and there have been no significant changes to the document(s) since then.

- A governing document specific to your organisation that:**
 - Confirms that you are operating not for profit
 - Is signed by a member of your management committee
 - Contains a dissolution clause which outlines that assets will be distributed to charitable organisations with similar aims and objectives, should your organisation cease to operate

- Accounts for the past year OR, if the organisation is less than a year old, an income and expenditure document.**

- A recent bank statement or paying-in slip to verify the organisation's bank details, should your application be successful.**

- Names and addresses of three independent management committee members, with at least two cheque signatories identified. All management committee members and signatories must be unrelated and live at different addresses.**