

## Charity Trustee Declaration to Accompany a Change of Particulars in the Register of Charities

**Instructions:** Enter the full name of the registered charity on the dotted line, read and sign the declaration. Each charity trustee must sign an individual form and the form must be scanned and uploaded as a pdf in your online submission where required.

### Name of charity as it appears in the Register of Charities

.....

Registered Charity Number: .....

I declare that:

1. I am aware of the duties and responsibilities of a charity trustee under the Charities Act 2009 and I undertake to comply with these and act in accordance with the governing document, policies and procedures of the above named organisation;
2. the above named organisation's funds are held in an account in its name only;
3. where the above named organisation's activities includes or will include working with vulnerable people including children, older persons or persons with a disability, all risk assessment procedures, safety checks and safeguards required by law have been and continue to be employed by the above named organisation, and I am satisfied that I and the other charity trustees of the above named organisation are eligible and suitable to act as charity trustees of the above named organisation;
4. I am not disqualified from being a charity trustee under section 55 of the Charities Act 2009;
5. I understand and agree that any personal information I have provided may be used by the Charities Regulator for the purposes of performing its functions under the Charities Act 2009 and in accordance with its Data Protection Policy. I accept that if my contact details and address are the same as the above named organisation, they will appear on the public Register of Charities;
6. I have read and understand section 39(15) of the Charities Act 2009, which states:  
*"A person who, in purported compliance with this section, knowingly or recklessly provides information or a particular to the Authority that is false or misleading in a material respect, or who believes any such information or particular when provided by him or her, in purported compliance with that subsection, not to be true, shall be guilty of an offence".*

Signature	Print Name	Date