



# REGISTERING A CHARITY

## WHAT NEXT?

You're now ready to register as a charity, this might be because you have been running for a while and have reached the £5000 income threshold or because you're a start-up and have decided that this is best from day one.

You've decided this is the best structure for you, have identified your charitable purposes, you have a group of people willing and able to help, you've opened a dedicated bank account and have a governing document, so now to begin registration with the Charity Commission for England and Wales.

### WHY REGISTER?

Many organisations enjoy charitable status without being a registered charity, so what are the advantages of registering?

- Charities are more likely to be awarded a grant funding
- Charities generally do not have to pay corporation tax or stamp duty
- Charities are able to claim gift aid on donations and utilise Give As You Earn Schemes
- Charities may get up to 80% off their business rates
- Charities may get reductions on VAT
- Charitable gifts are free from inheritance tax

Becoming a charity holds a certain level of status and trust. Donors and supporters may be more willing to offer support.

**Registering a charity**

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**Benefits**

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**Why register**

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**The process**

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## Registration

Visit the [Charity Commission website](#) and complete the online application process. (You are now **only** able to apply online. It's worth reading through this document: [Guidance on applying](#) and watching this video: [Making an application](#))

Once you start the application, you'll get a reference number that allows you to save the form and come back to it at any time within 3 months of starting it.

All of your documents need to be submitted as PDFs. So you will need to be able or to find someone who can save your files in this format.

## Then what?

After submitting your application, you will get an automated email to confirm your application has been received.

The commission will assess the information you've provided. How long it takes to hear back from the Charity Commission depends on their current backlog. They generally let you know how long this is likely to be.

If the commission decides your organisation is a charity and should be registered, it will:

- enter your charity on the register of charities - your charity's register entry should appear on the public register within 48 hours of you being notified of this decision
- email your charity number to your charity's main contact
- email each trustee, for whom you have provided an email address, a list of online guidance relevant to their role as trustee

Where the commission isn't satisfied that an organisation is a charity, it'll make a decision to not register (or 'formally reject' the application). It will explain in writing the reasons why it has made its decision. The commission will explain that if the applicant disagrees with its decision, they can set out the reasons why they think the organisation is charitable and provide additional information or evidence. This will allow the commission to review its decision.

If the commission declines to register the organisation, the applicant can either:

- reapply, providing they have addressed the commission's reasons for rejection
- ask the commission to review its decision if they think it's wrong
- appeal to the Charity Tribunal

## Useful Links

[How to register a charity](#)

[Quick guide](#)

[Charity registration](#)