

Queensberry House Trust

Scottish Charity Number: SC017328



Application for Charitable Donation

Please read the Notes for Guidance carefully before completing this application form.

Please use the space provided and only enclose reports and brochures if absolutely necessary. You may send a short covering letter introducing the application and providing any other relevant information.

Please pay particular attention to the directions re the **MAXIMUM NUMBER OF WORDS** to be used in various sections of this form. These are designed to simplify the administration of our grant-giving processes, and your application may be ineligible if you exceed any of the limits specified. If we require supplementary information before making a decision, we will request that from you.

Name of charity	Date of application
Principal address	Charity Number(s)
	Have previous applications been made?
	If yes, please indicate the year:

Contact name	Contact
Contact address	
	Tel. no.
	Email

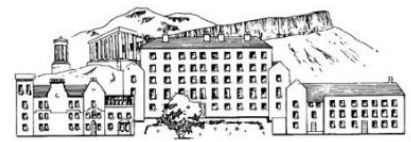
Please state the purpose of your charity – aims, objectives and activities – **in not more than 50 words.**

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On what date was the charity started?	
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Please give **brief** details and the background to your application, including any specific points which you wish to bring to the Trustees' attention, **in not more than 100 words**.

Total grant applied for	£
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Please give **brief** details of expenditure budget and timescales for the project, **in not more than 50 words**.



FINANCIAL INFORMATION

PLEASE COMPLETE THE FOLLOWING INFORMATION FROM THE MOST RECENT AUDITED ACCOUNTS

Accounts year ended	
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For office use only

(A) FROM STATEMENT OF FINANCIAL ACTIVITIES

Total Incoming resources (gross income)	£
Cost of generating funds (Investment management, fundraising, etc.)	£
Direct charitable expenditure	£
Governance costs	£
Defined benefit pension scheme – surplus/(deficit) for year	£
(B) FROM BALANCE SHEET	
Net assets / reserves	
Restricted	£
Unrestricted	£
Pension reserve	£
TOTAL	£
When are the next accounts due to be published? (MM/YY)	

(C) FOR OFFICE USE ONLY

Trustees' decision	
Amount of grant awarded	
Date of payment	

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DECLARATION

I, _____ (print name) am an authorised Trustee / Official of
_____ (name of charity).

- I confirm that the information provided is correct.
- I confirm that if The Queensberry House Trust agrees to make a grant, this will be used exclusively for the purposes described in the application and if not so used, will be refunded to the Trust.
- I accept that a grant from The Queensberry House Trust involves co-operation with the Trust Secretary should he request access to the applicant's financial records for satisfaction that the grant made was expended for the purpose specified in the application.

Signature of applicant

Capacity in which signed

Please post or email the completed form and one copy of your Charity's latest Report and full signed audited Accounts to:	
The Secretary The Queensberry House Trust Caledonian Exchange 19A Canning Street Edinburgh EH3 8HE	Tel No: 0131 656 5670 Email: callumkennedy@lindsays.co.uk