

For Official Use Only	
Received on	
Charity Registration checked online	
Accepted/ Rejected	
Date Allocated	
Amount Raised	
Receipt No	
Remarks (if any)	



Beaumont Leys Muslims

Collection Application Form

Please fill this form properly and send it to info@blmuslims.org:

Name of Charity	
UK Charity Registration No	
Contact Name	
Contact Address	
Tel No:	Fax No:
Email:	Website:
Purpose of the Collection: [please describe what the funds would be used for and attach any supporting literature if available]	
Date requested (or range of dates)	
I/we certify the above information is correct and the funds raised are for the purpose stated. I/we will ensure that the funds are delivered to the above charity. Signature(s): Name(s): Date:	
How did you hear about Beaumont Leys Masjid?	
Person contact number:	

Please give any other reasons why your Charity should be considered for collection and how it's going to support the local community (max. 500 words):

- Please attach the official leaflets/literatures/certificates for your Charity.
- Please check the Terms and Conditions below.
- Please return the Application Form to:
**Beaumont Leys Muslims, Home Farm Neighbourhood Centre, 55 Home Farm Close,
Beaumont Leys, Leicester LE4 0SU or Email: admin@blmuslims.org**

TERMS AND CONDITIONS

1. Application should be handed over by post or email at least 21 working days before the date of requested collection.
2. The Charity must be registered with The Charity Commission in England and Wales.
3. The Board of Trustees may use whatever means of assessment it thinks most appropriate to determine which application is worthy of recommendation to raise funds inside the mosque.
4. Successful applicants will be informed within three weeks of receipt of the application. Due to the large number of applications received, unsuccessful applications will not be contacted.
5. By signing the application, the Charity agrees to abide by the Terms & Conditions and that its details may be made available to statutory bodies or third parties if required.
6. Beaumont Leys Muslims reserve the right to make, amend, withdraw, suspend, or cancel without notice these and such other regulations as may be in force from time to time and such decisions shall be final.
7. Collections will only be allowed inside the Masjid and at the entrances at the times specified by the Board.
8. During the collection, fund raisers must be clearly identifiable by appropriately marked clothing and identification cards, and labelled buckets must be used for cash collections, along with card readers.
9. The Charity will issue an official receipt in favour of Beaumont Leys Muslims for the funds raised on the day.
10. Beaumont Leys Muslims will only allow collections for UK registered Charities that fulfil the following criteria:
 - a. Charity is fully compliant with all statutory requirements of the Charity Commission, including prompt and timely filing of Accounts.
 - b. The minimum income of the Charity is not less than £250,000, and this income is to be exclusively utilised in the delivery of relief and aid to the poor and needy.
 - c. Charity is not involved in ongoing cases or investigations by the Charity Commission.