

Declaration of interests

Organisations need to be aware of situations where there is a potential conflict of interest. A register of interests assists the process of identifying related parties. Asking for this information in advance adds transparency and enables the organisation to enter into any such transactions knowingly.

Name:

Relationship to organisation:

Please complete and sign this form, even if there are no interests to declare.

As a minimum, you are required to detail the names of all related parties, whether or not there have been any transactions.

Name of related party	Nature of relationship	Details of transactions*	Donations**

Signed:

Date:

* Details of interest to include:
of any donations made to the charity

- Name of organisation in which interest is held
- Nature of the interest (e.g. trustee, employee, shareholder)
- Indication of any likely trading

** Please provide details

(whether restricted or not)