Please note that these are template answers and should be tailored to your own church’s context.

1. Are you registered with the Charity Regulator? If so, could you please provide us with your registration number?

For most churches: “No. We are an independent charity excepted from registration with the Charity Commission as a parish within the Church of England.”

If you are registered with the Charity Commission: “Yes, our charity number is …”. NB A charity number *is not* your HMRC number which usually starts with XN; a charity number is only usually for those churches with an income of over £100,000 per year who are registered with the Charity Commission.

1. Please briefly describe what products and services you intend on taking payment for using SumUp.

“We intend to use SumUp to raise donations.” Other uses of SumUp, such as taking payments in church cafés should be mentioned here too.

1. Source of your personal wealth: This means any savings, bonds, stocks or other property of substantial monetary value and what was the source of the money placed into those.

“Our income comes from donations.” Historic wealth, such as investments or property arising from legacies, should be mentioned here.

1. Source of funds: We also need to understand the source of funds for any money that will pass through your SumUp profile. In simple terms, this is a brief description of what activity or service you intend to carry out that may result in transfers or transactions being processed using SumUp.

“Funds will be raised via private charitable donations.” Other uses of SumUp, such as taking payments in church cafés should be mentioned here too.

1. Do you have a website (e.g. a professional Facebook page) or any other online proof of activity? Please provide us with these. If your PCC does not have an internet presence, please send us any invoices, flyers, etc. which confirm your activity.

Enter your website address. If you don’t have a website you can use your *A Church Near You* page.