

Thresholds for registered charities/NPOs to be aware of

Registered charities/NPOs are required to take measures where funds are received, payments made or contracts are entered into over certain amounts (or where they are unusual).

The triggers and measures to take are set out in this document.

Triggers

The following threshold amounts should trigger a charity/NPO's internal processes for identification or reporting to the Registry.

Receipts:	Measures to take:
International donation of £15,000 or more See FAQ 18 & 19	Carry out identification measures on donors and keep records in a Donors Register
Unusual international donation. See FAQ 18 & 19	Carry out identification measures on donors and keep records in a Donors Register

Payments:	Measures to take:
£100,000 or more paid outside of the Bailiwick	Report to the registry. See FAQ 1 .
International payments of £15,000 or more See FAQ 18 & 20	Carry out identification measures on beneficiaries
Unusual international payments. See FAQ 18 & 20	Carry out identification measures on beneficiaries

Contracts:	Measures to take:
Contracts for goods or services of £5,000 or more See FAQ 12	Make, keep and retain records of all financial transactions for a minimum of 6 years in a form that will enable them to be accessed easily.

Ceilings

Charity/NPOs should be aware of the following limits for receipts and payments not made through the charity/NPO's own bank account.

Receipts:	
£1,000 or less received by third party bank account in the Bailiwick See FAQ 14	Permitted if it is in the financial interests of the charity or NPO to do so (e.g. if it will lead to reduced bank charges). Must have the consent of an unconnected managing officer and be properly recorded.

Payments:	
Cash payments of £1,000 or less in any 12 months when it is not possible to use a bank account. See FAQ 14	Exempt from passing through a bank account. Keep a record/log of all cash transactions.
£1,000 or less paid from third party bank account in the Bailiwick See FAQ 14	Permitted if it is in the financial interests of the charity or NPO to do so (e.g. if it will lead to reduced bank charges). Must have the consent of an unconnected managing officer and be properly recorded.