

Dear Sir or Madam

Your Chief Executive Officer recently received a letter from my Chair, Lord Grade, and CEO, Stephen Dunmore, explaining the levy to fund the development and running costs of the new Fundraising Regulator.

Please find attached the invoice for the first year of the levy 2016-17. This amount covers both the levy and registration with the Fundraising Regulator.

By paying the invoice attached to this email, your organisation:

1. warrants as follows:
  - a. that it is empowered to register with the Fundraising Regulator and to abide by the Terms and Conditions; and
  - b. the governing body of your organisation has resolved that it should be registered with the FR and should abide by the Terms and Conditions;
2. confirms its acceptance of the Terms and Conditions of Registration, a copy of which is also attached to this email.

<https://www.fundraisingregulator.org.uk/wp-content/uploads/2016/06/Registration-Agreement-Ts-Cs-October-2016.pdf>

I would be grateful if you could issue payment as soon as possible.

We believe the levy is exempt from VAT but this is subject to discussion with HMRC and the position may change.

Please note this invoice has come from our XERO accounting system so the email address is not from the Fundraising Regulator - if you have any doubts about whether this is a scam our contact details for verification are below.

Kind regards

Nick Allaway

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