SECTION 273 RESOLUTION FLOWCHART

Trustees identify **Trust Fund** and **Receiving Trust Fund**

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Obtain written confirmation from **Receiving Trust Fund**

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PCC Meeting to formally resolve to consolidate Trust Funds and nominate date of transfer. Minutes to be signed

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Trustees prepare and sign s.273 Resolution

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Send Resolution, signed Minutes and confirmation letter to LDBF for approval and signature (if Custodian Trustee)

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LDBF returns approved/signed Resolution (if necessary)

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Submit Resolution, Minutes of Meeting and confirmation letter to Charity Commission (on line / post)

↓ (left branch)

Charity Commission approves Resolution

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Transfer funds to Receiving Trust Fund on the nominated date

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Notify Charity Commission of funds transfer (on line / post)

↓ (right branch)

Charity Commission rejects Resolution - submit further information or follow Public Notice procedure as advised.

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Notify Charity Commission Public Notice procedure completed (on line / post)

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Charity Commission approves Resolution

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Transfer funds to Receiving Trust Fund on the nominated or later date

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Notify Charity Commission of funds transfer (on line / post)