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**GRANT ACCEPTANCE FORM**

Please read carefully the terms and conditions set out in our grant offer letter, detailed above: in accepting these you will be entering into a legal contract with the AHF.

If you are happy to accept these terms and conditions, please arrange for this form to be completed and returned within **one month** of our grant offer date.

**How to complete this form**

The grant acceptance section should be signed by **two representatives** of your organisation who have the authority to enter into legal contracts. It is for you to determine the appropriate representatives, but these are likely to be members of your governing board and/or a senior member of staff. If your organisation is registered as a company limited by guarantee, then the Company Secretary should be a signatory. At least one of these signatories should in addition be an authorised signatory of your organisation's bank account.

The bank details section should be completed by **two signatories** of your organisation's bank account.

Please note that we reserve the right to make checks on individuals, such as credit checks, for the purposes of fraud prevention. You can find out more about what we do with the personal information we collect as part of this process at [www.ahfund.org.uk/privacy](http://www.ahfund.org.uk/privacy)

*Please note that when you come to claim the grant, you will also need to provide a recent bank statement for your organisation's bank account (no more than three months old).*

**Next step**

Once the Grant Acceptance form has been completed and signed, please return it either as a scanned copy via email to the support officer listed on your offer letter, or by hard copy in the post to the AHF at 3 Spital Yard, Spitalfields, London E1 6AQ

**Grant Acceptance**

In signing this form, you are accepting the terms and conditions of AHF's grant offer, set out in the letter provided, on behalf of your organisation.

|  |  |
| --- | --- |
| **Organisation Name** |  |
| **Project Name** |  |
| **Grant Reference Number** |  |
| **Grant Offer Date** |  |

|  |  |
| --- | --- |
| **Signature** |  |
| **Date** |  |
| **Name** |  |
| **Position in organisation** |  |
| **Home address including postcode** |  |

|  |  |
| --- | --- |
| **Signature** |  |
| **Date** |  |
| **Name** |  |
| **Position in organisation** |  |
| **Date of birth** |  |
| **Home address including postcode** |  |

**Bank or Building Society account held by your organisation**

|  |  |
| --- | --- |
| **Name of Bank or Building Society**  |  |
| **Bank/Building Society Branch address** |  |
| **Date account was opened** |  |
| **Name of organisation holding account** |  |
| **Does this match the name on your governing document?**  | **Yes** | **No \*** |
| **\* If not, please provide an explanation here:**  |
| **Bank or building society account number** |  |
| **Sort code** |  |

**Authorised signatories for this account**

**1.**

|  |  |
| --- | --- |
| **Signature** |  |
| **Date** |  |
| **Name** |  |
| **Position in organisation** |  |
| **Home address including postcode** |  |

**2.**

|  |  |
| --- | --- |
| **Signature** |  |
| **Date** |  |
| **Name** |  |
| **Position in organisation** |  |
| **Home address including postcode** |  |

**Thank you for completing this form. Please see first page for the next step.**