

# NORTHERN IRELAND CENTRAL INVESTMENT FUND FOR CHARITIES



Department for  
**Communities**  
www.communities-ni.gov.uk

## CHANGE OF CIRCUMSTANCES FORM

You should complete this form to notify us immediately of any change in the Organisation's circumstances.

Please indicate the change affecting your Organisation by placing an 'X' in the relevant box below.

Change of Organisation details

Change of bank/building society details

Change of Authorised Official details

Change of income from investment details

### 1. ORGANISATION DETAILS

Name of Organisation

Fund reference number  
e.g. INV 1

Address for organisation  
correspondence

Postcode

Daytime contact number

Extension

### 2. AUTHORISED OFFICIAL'S DETAILS (please continue on a separate sheet if necessary)

#### FIRST AUTHORISED OFFICIAL

Capacity / Name

Title

Mr

Mrs

Miss

Other

Correspondence  
Address

Postcode

Telephone

Mobile

E-mail address

#### SECOND AUTHORISED OFFICIAL

Capacity / Name

Title

Mr

Mrs

Miss

Other

Correspondence  
Address

Postcode

Telephone

Mobile

E-mail address

### THIRD AUTHORISED OFFICIAL

Capacity / Name

Title

Mr  Mrs  Miss  Other

Correspondence  
Address

Postcode

Telephone

Mobile

E-mail address

### 3. ORGANISATION BANK/BUILDING SOCIETY ACCOUNT DETAILS

**Please provide details of the existing bank/building society account (for security purposes)**

Name of bank/building  
society

Branch address

Postcode

Name of account

Sort code

-   -

Account number

Roll number (if  
applicable)

**Please provide details of the new bank/building society account**

Name of bank/building  
society

Branch address

Postcode

Name of account

Sort code

-   -

Account number

Roll number (if  
applicable)

Reason for change of  
bank details

**For security purposes we may contact the Organisation directly to confirm any changes.**

#### 4. INCOME FROM INVESTMENT

Dividends are paid on your investment in June and December each year. From the two options below please select how you wish the Department to treat any dividend due to you.

Dividends will be automatically be paid to the bank/building society if this Section is **not** completed.

- Please reinvestment dividends in the NI Central Investment Fund for Charities
- Please pay dividends to the bank/building society account listed in Section 3

#### 5. DECLARATIONS

As the authorised officials of the Organisation, we confirm for and on behalf of the Organisation that:

- We are the current authorised officials of the Organisation and have all the necessary consents, powers and authorities to make this investment on the Organisation's behalf.
- We have taken any and all advice required, do not require any further consent and will not be in breach of any provision under the governing documentation of the Organisation or any regulatory provision in making this investment.
- We understand the risk factors involved in that the value of our investment may decrease as well as increase, as may the income from it.
- The information given in this declaration is true and correct to the best of our knowledge and belief and we will inform the Department without delay of any change in the Organisation's circumstances affecting any information on this form.

Please tick the box if you wish to receive performance related information on the NICIFC.

#### FIRST AUTHORISED OFFICIAL

Capacity	<input type="text"/>	Name	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

#### SECOND AUTHORISED OFFICIAL

Capacity	<input type="text"/>	Name	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

#### THIRD AUTHORISED OFFICIAL

Capacity	<input type="text"/>	Name	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

Please return this completed change of circumstances form to: NI Central Investment Fund  
for Charities,  
c/o Department for Communities  
Causeway Exchange, Level 5  
1 -7 Bedford Street Belfast, BT2 7EG

Further Information is available from: Tel.:02890 512604

E-mail: [colin.alderdice@communities-ni.gov.uk](mailto:colin.alderdice@communities-ni.gov.uk)

Web: [www.communities-ni.gov.uk/articles/northern-ireland-central-investment-fund-charities](http://www.communities-ni.gov.uk/articles/northern-ireland-central-investment-fund-charities)

The Northern Ireland Central Investment Fund for Charities is completely independent from the Charities Commission for Northern Ireland and acceptance into the NICIFC has no bearing on any decisions that CCNI take regarding registration with themselves.

Where the Department receives any personal data (as defined by the General Data Protection Regulation 2018) from an organisation it shall ensure that it fully complies with the provisions of the Regulation.