

Registering for Charitable Organisation Status

Charitable organisations are organisations that carry out charitable activities or exist exclusively for charitable purposes. They operate on a non-profit basis and may be incorporated or non-incorporated. Organisations involved in charitable, sporting or religious activities must be registered as 'Charitable Organisations' or 'Sporting Bodies' with the Ministry of Finance to qualify for concessions such as tax and duty relief and motor vehicle tax waivers. Please note that the approval of charitable status does not guarantee waiver of duties and taxes on imported or purchased goods.

- [How do I register as a charitable organisation?](#)
- [Where can I find more information?](#)

How do I register as a charitable organisation?

Registration is voluntary. To register as a charitable organisation the company or foundation must be in operation for at least one year. The organisation must submit a letter requesting charitable status to the address below. Please note that this letter must include the objectives of the organisation or foundation.

The Permanent Secretary
Office of the Permanent Secretary
Ministry of Finance
Eric Williams Financial Complex
Independence Square
Port of Spain
Trinidad, West Indies

The letter must be submitted with the following documents:

- Certificate of incorporation under the companies Act 1995 or Act of Parliament as a Non-profit Company and Articles of Incorporation, if the organisation is incorporated.
- Constitution and by-laws of the company or organisation.
- Most recent audited financial statements.

Where can I find more information?

For further information, please contact:

Office of the Permanent Secretary
Ministry of Finance
Eric Williams Financial Complex
Independence Square
Port of Spain
Trinidad, West Indies
Tel. (868) 627-9700 Ext 1009
Fax. (868) 627-6108

Opening hours: 8:00 am to 4:00 pm, Monday to Friday, except public holidays.