



Foreign Charity Fund-Raising: Build the 30-Day Permit File

Description

An organisation raising funds in Singapore for a foreign charitable purpose must generally apply to the Commissioner of Charities at least 30 days before the appeal begins. Prepare beneficiary proof, acknowledgement and governing documents. This guide is for a singapore organisation planning an appeal for an overseas charitable cause and resolves one task: identify the permit route, meet the 30-day lead time and prepare beneficiary evidence. The material claims were checked against [Charity Portal foreign-purpose permit guide](#) and [MCCY fund-raising overview](#).

Choose the route that matches your case

Situation	What to do
Appeal seeks money for a foreign cause	Plan the permit application before launch
Appeal is only donations in kind	Check the exact waiver conditions
Beneficiary cannot prove legal existence	Do not launch the appeal
Permit is granted	Follow published details, conditions and post-appeal accounts

Classify the appeal

Foreign charitable purpose includes more than a charity label and can cover merchandise sales represented as supporting the cause. According to [Charity Portal foreign-purpose permit guide](#), the controlling detail for this branch is the specific rule or service condition cited here.

Write the beneficiary, purpose, collection method and location.

Keep 30 days clear

The application must be submitted at least 30 days before commencement. According to [MCCY fund-raising overview](#), the controlling detail for this branch is the specific rule or service condition cited here.

Set an earlier internal deadline for missing foreign documents.

Verify the beneficiary

Provide proof it is bona fide, its acknowledgement and governing instrument. According to [Charity Portal foreign-purpose permit guide](#), the controlling detail for this branch is the specific rule or service condition cited here.

Independently confirm official identity and banking instructions.

Design donor disclosure

State purpose, organiser, permit details, collection period and how funds are used. According to [MCCY fund-raising overview](#), the controlling detail for this branch is the specific rule or service condition cited here.

Avoid vague promises or inflated impact claims.

Control money flows

Use a dedicated ledger and approved account with dual review. According to [Charity Portal foreign-purpose permit guide](#), the controlling detail for this branch is the specific rule or service condition cited here.

Reconcile gross receipts, fees, transfers, refunds and balance.

Close the appeal

Permit holders must keep proper accounts and comply with statement requirements. According to [MCCY fund-raising overview](#), the controlling detail for this branch is the specific rule or service condition cited here.

Retain promotion, donor communications, approvals and transfer evidence.

Run the numbers or sequence

For an appeal planned on 15 October, the statutory 30-day point falls in mid-September. Set an internal submission target earlier to allow beneficiary documents and corrections.

The calculation or sequence above is an LBRD working example. Replace every example input with the amount, date, access condition or document from your own case. Keep the official rate or threshold beside the working so another person can reproduce the answer.

Build a verification note another person can check

Before acting, create a one-page case note headed with the task, the date checked and the person responsible. Copy only the facts that affect your decision, then attach the statement, booking, application, receipt, map record or screenshot that supplies your own input. This separates a published rule from a personal assumption. If the official page changes, keep the earlier dated record but rework the decision with the live version.

Controlling source	What to verify	What to retain
Charity Portal foreign-purpose permit guide	Applicant, 30-day lead time, beneficiary documents, permit waivers and records.	Record the page date, the exact rule used and the case input it governs.
MCCY fund-raising overview	Regulation of local and foreign charitable appeals and permit routing.	Record the page date, the exact rule used and the case input it governs.

Read the source in context, including definitions, exceptions and effective dates. A relevant page is not proof by itself: the cited passage must contain the particular rate, deadline, eligibility condition, access rule or warning used here. Where two official channels appear inconsistent, pause and ask the authority about the exact case rather than choosing the more convenient answer.

Use the guide with its limits

For a business, the person who knows the rule is not always the person who controls payroll, Bizfile, the bank guarantee or the grant file. Assign an owner and reviewer, preserve the submission acknowledgement and schedule a check after the external system has processed the change.

No interview, personal use, fresh field visit, survey result or price check is claimed unless explicitly stated. Availability, fees and procedures can change. Reopen the linked authority page immediately before payment, travel, filing or emergency use.

Before you act

1. Define the foreign purpose
2. Confirm applicant organisation
3. Verify beneficiary
4. Collect required documents
5. Submit at least 30 days early
6. Publish accurate donor information
7. Maintain and submit accounts

Mistakes that change the outcome

- Launching social posts early

- Assuming merchandise sales are exempt
- Using unverified bank details
- Mixing appeal and operating funds
- Ending without accounts

Continue with the relevant LBRD guide

Next, [see another evidence-led public check](#). You can also [verify the organiser company record](#).

Questions readers ask

Which source controls this decision?

Charity Portal foreign-purpose permit guide controls the main rule, with MCCY fund-raising overview used for the second check.

Can I use the worked example as my final figure?

No. Replace every input with your own dated record and confirm the live rule before acting.

What should I save?

Keep the official page date, your case inputs, the calculation or sequence, and the submission or payment acknowledgement.

Date Created

10/08/2026

Author

claratan