



Equipping women, children and families
in India to discover a brighter future.

Friends of Calcutta Cathedral Relief Service

Policy for Payment of Visitors' Expenses through the Friends of CRS

Charity Commission No: 2663022
Inland Revenue No XN33280

There has been an increased practice in expenses incurred by visitors to CRS in Kolkata being paid through the Friends of CRS after the visit has taken place. CRS has invoiced the visitors in sterling requesting payment to the Friends in the UK for transmission to CRS in Kolkata. These expenses include accommodation at the Bishop's Inn, and travel and subsistence expenses incurred by CRS on behalf of the visitors. The following policy governs these expenses.

1. As far as possible, visitors should settle their expenses direct to the Bishop's Inn or CRS while in Kolkata. Payments of amounts owed to CRS should, where possible, be made in cash.
2. Where it is not possible to settle expenses in Kolkata, money can be collected by the Friends, but only where the visitor(s) are trustees, or part of a group which is a project or visit sponsored or supported by the Friends, such as the visits by the school teachers and university students.

Where CRS invoices for visitors' expenses in sterling to be paid to the Friends of CRS, a surcharge shall be added by CRS to cover bank charges and commission

Adopted: 9 March 2026