



Visual Art at the heart of Shropshire, Telford and Wrekin

Visual Art Network (VAN) – Cash and Bank Note Policy

This policy protects the charity's assets, its trustees, and volunteers from fraud or false allegations. Applies to all VAN members stewarding in the gallery.

PURCHASES IN THE GALLERY

Cash payments in the form of banknotes for gallery purchases shall not exceed £100. Any balance above this amount must be paid by debit or credit card.

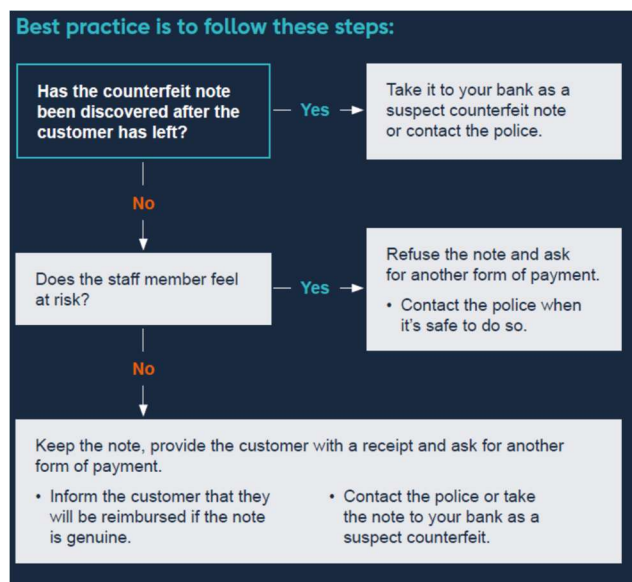
CHECKING BANK NOTES

All banknotes must be checked immediately upon receipt from the customer. Those stewarding must refer to the Bank of England's banknote checking guidance and examine each note using the ultraviolet (UV) note checker.

COUNTERFEIT NOTES

If a banknote is suspected or found to be counterfeit, the following procedure is advised, provided that doing so does not place the steward at risk from any member of the public.

BEST PRACTICE INFORMATION FROM THE BANK OF ENGLAND



VAN members will not be expected to take any fraudulent notes to the bank or police but should inform a Trustee and the note placed in the safe in a labelled bag.

Counterfeiting directly funds organised crime. It hurts the UK economy by creating losses for businesses, which ultimately affects the cost of things that we buy. It also affects the pocket of anyone who receives a counterfeit note, as the notes are worthless.

Last review date: October 2026

Next review date: October 2027

Registered Charity 1087383