

# *Hodkin & Company*

*Solicitors*

42-44 Copthorne Road, Felbridge, East Grinstead, West Sussex, RH19 2NS

DX 300232 EAST GRINSTEAD

Telephone: (01342) 325765

Fax: (01342) 325479

Charity Commission  
Registration Section  
Harmsworth House  
13-15 Bouverie Street  
LONDON EC4Y 8DP

Our ref.

1 May 2003

Dear Sirs,

**Re: Narconon London and Criminon United Kingdom**

I enclose herewith applications and accompanying documentation for the registration of the above two organisations as new charities.

As you will see from the applications, these two new charities will continue particular operations of the present registered charity Narconon (registration number 267386). It is administratively more convenient to run these operations out of separate, albeit associated, charities.

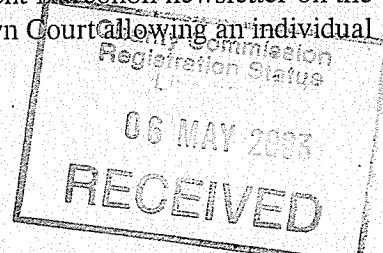
I have recently been in correspondence with \_\_\_\_\_ regarding the Narconon charity. In the course of that contact considerable information has already been provided, and the Charity Commission is fully aware of the intention to split the operations of the existing charity in this way.

Narconon London

Narconon London was incorporated in October 2001, and is intended to conduct Narconon activities in the London area. It has a property at 12 Market Place London SE16, from which the Narconon drug rehabilitation programme is run. To date this operation has been run under the existing Narconon charity, but once registered Narconon London will take this over.

\_\_\_\_\_ asked that I provide some more up to date material on the efficacy of the Narconon drug rehabilitation programme. I am therefore enclosing some material in addition to the documents required for registration. This material relates to Narconon Arrowhead in Oklahoma, which is probably the largest drug rehabilitation facility in the United States, and operates the same Narconon rehabilitation programme as in the United Kingdom. There are a great many acknowledgements and recognitions that I could refer to, but as you are not looking for extensive documentation I have simply enclosed a copy of the latest Accreditation from the prestigious Commission on Accreditation of Rehabilitation Facilities (CARF), a letter from CARF on the accreditation, and letters of support from the local United States Senator and Congressmen.

As referred to in the application form itself, I am also enclosing a recent Narconon newsletter on the drug education work of Narconon, and a notice from Winchester Crown Court allowing an individual on bail to attend at Narconon



Solicitor: Peter D. Hodkin LL.B. (Hons) Bristol

Legal Assistants: Helen M. Barlow LL.B. (Hons) Soton

Margaret I. Neal B.A. (Hons) London

*This firm is regulated by the Law Society*

Criminon United Kingdom

Criminon United Kingdom has not been incorporated, but will be incorporated as soon as the charity Commission approves registration.

I look forward to hearing from you.

Yours faithfully,



Charity Commission  
Registration Status

02 MAY 2003

RECEIVED

## Declaration by Charity Trustees

This form asks for the full name (including previous or alternative names), address, occupation, date of birth and signature of **every** person who is, or it is known will be, a charity trustee. We ask for this information so that we can identify those persons who are, or will be, the charity trustees and can contact them if necessary. Where we have agreed to consider a draft governing document we want all those who expect to be first trustees to sign this declaration.

We will check this information against various databases (for example, those of Companies House and the Insolvency Service) to satisfy ourselves that the individuals actually exist and are not disqualified from acting as trustees.

We ask for details of occupation as it is useful when considering an organisation for registration, to establish the relevant qualifications of trustees who act in connection with certain types of charity: charities offering medical treatment for example.

We ask for the date of birth of each trustee for two reasons. We need to ensure that each trustee is over

the age of eighteen: persons under the age of eighteen cannot be held legally responsible for their acts and decisions as a trustee, and do not usually have any voting rights. We also need to be able to distinguish between trustees who have the same name and address.

The signatories are also asked to confirm whether they have read booklets CC21 and CC3 (see below). The reason for this is that we consider it of great importance that trustees are made aware of the duties and responsibilities of their position at the outset. We therefore ask each of the trustees to sign the Declaration. We will not refuse to register an organisation simply on the grounds that this form has not been completed, but we will enquire why the trustees feel unable to sign. The people listed on this form will be sent information about trusteeship on registration, it is therefore important you let us know if the trustees change.

Further copies of the Declaration form can be obtained from our website or from us on request if necessary, or you may photocopy additional pages if you prefer.

**Providing us with information which you know or suspect to be false may be a criminal offence under section 11 of the Charities Act 1993. It is an offence to act as a trustee whilst disqualified (section 73 of the Charities Act 1993).**

PLEASE COMPLETE IN BLACK INK AND CAPITAL LETTERS

Name of charity

Narcosoon London

Reference number (if any)

Number of charity trustees

3

We, the undersigned, declare that:

- We are willing to act as charity trustees in respect of the above named organisation and are fully aware of the organisation's purpose as set out in form APP 1 (Application for Registration as a Charity)
- We are not disqualified from acting as a charity trustee, for example, because of unspent convictions for dishonesty offences (see CC21 - Registering as a Charity, paragraph 41).
- We understand the responsibilities involved in running a charity and will run the charity in accordance with the guidelines set out in publication CC3 - Responsibilities of Charity Trustees.

# Declaration by Charity Trustees

1

Signature

Title MS

Full name  
(IN BLOCK CAPITALS)

SHEILA MACLEAN

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

2

Signature

Title MR

Full name  
(IN BLOCK CAPITALS)

JOHN CHARLES BUCKLEY

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

3

Signature

Title MR

Full name  
(IN BLOCK CAPITALS)

MICHAEL WOODMANSEY

Full private  
address

Postcode RH19 1SH

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

# Declaration by Charity Trustees

4

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

5

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

6

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

# Declaration by Charity Trustees

7

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

8

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

Please list all previous and other current names by which you are, or have been, known

9

Signature

Title

Full name  
(IN BLOCK CAPITALS)

Full private  
address

Postcode

Occupation

Date of birth

Other names

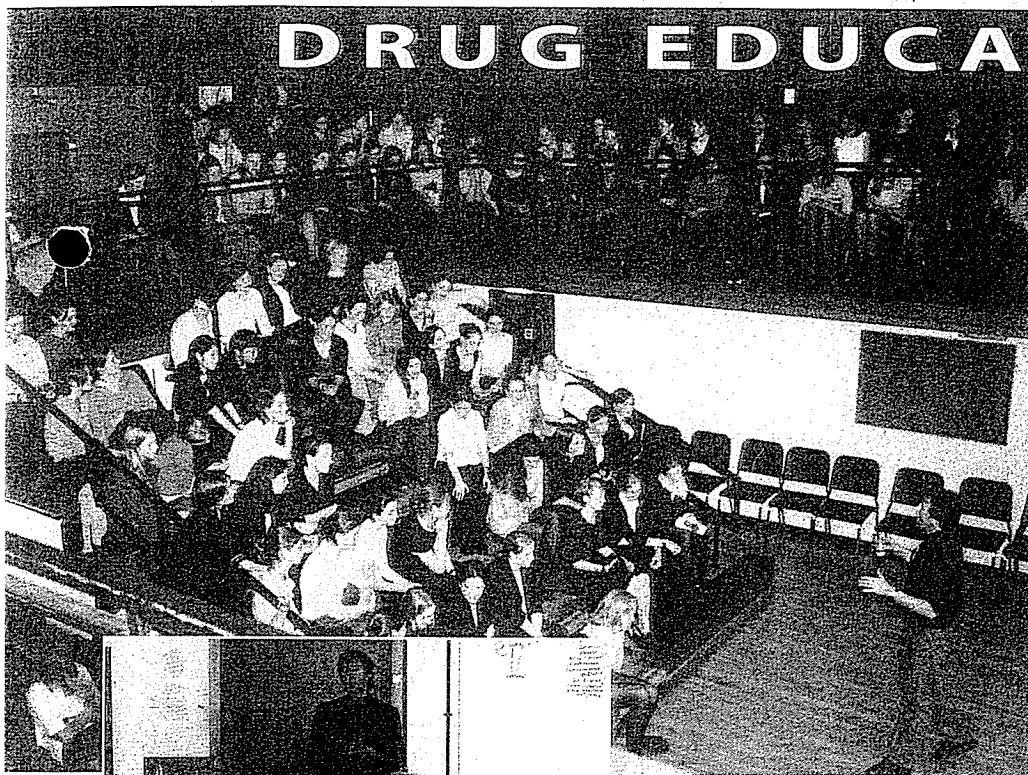
Please list all previous and other current names by which you are, or have been, known

Typeset by  
Graphic Design & Control Section, Charity Commission

Supplied by Capita Business Services Ltd.  
xxxx x/xx

# NARCONON<sup>TM</sup> UK

## DRUG EDUCATION



The children were not only fascinated and enthralled but also deeply moved by Dave's account of his experiences. Afterwards they felt they had a much greater understanding of drugs and addiction. Some of them even admitted that their thoughts and attitudes had altered.

Hillbourne Middle School

**DRUG PREVENTION  
THROUGH EDUCATION**  
*Schools Presentation Programme*

In most cases the Narconon personnel who deliver the lecture format are ex-drug users themselves and this avoids them being rejected by attendees as authoritarian figures with no experience on the street. The subject of drugs is neither glamourised nor embellished with countless horror stories. Instead a balanced mix of cold hard facts, personal experience and a sprinkling of humour has proven over the years to be the right blend to really impinge on students.

Although the Narconon Truth About Drugs lecture has been the mainstay of the organisation's push for greater drug awareness there are other presentations available which take cognizance of different groups and their needs. Amongst these are formats for Primary Schools, Puppet Shows for the very young, workshops for teachers, specific presentations for PTAs, workshops for parents, formats for company personnel and many more. If you have a specific requirement we are happy to assist in customising a presentation to meet your needs.

Narconon UK also offers Peer Leadership Programmes for schools, which in many cases can supplant bad influences in playgrounds etc. and replace them with youth who know for certain the perils of drugtaking and are able to exert an influence over fellow students in a positive direction.

Above all else is the actual response from attendees and teachers regarding Narconon's efficacy in the field of drug education. The following column features extracts from some of the many, many positive letters and comment sheets we have received over the years.

"....it really touched me and knocked me back a bit. Everybody paid attention, more attention than we usually do! Loads of people were talking about it afterwards."  
— Year 10 Pupil, Sexey's School

"I think my views on alcohol and marijuana have become different. I now know how bad even the 'softer' drugs are and in what ways they can effect you."  
— Pupil, Sherborne School

"...the feedback from the girls has been very positive. The staff and I also benefited enormously from having your expertise."  
— PSE teacher, St. Edmund's School

"I could use what I have learned to prevent myself taking them as I now know the risk."  
— Year 9 Pupil, Downton School

"I thought it was very interesting and now I would never never take drugs or drink too much. You did get the message through very well."  
— Pupil, Branksome Heath Middle School

"The talk really did impinge on the students."  
— Teacher, Greenfields School

# United States Senate

WASHINGTON, DC 20510-3803

December 3, 1999

Executive Director  
Narconon Chilocco New Life Center

Dear

It is my personal pleasure to send congratulations to you and your staff on maintaining accreditation with CARF.

As a United States Senator for Oklahoma, one of my great pleasures is acknowledging the accomplishments of our state's quality organizations and those involved in its function.

I am sure that a lot of time and effort by you and your staff made it possible to accomplish this milestone.

Again, congratulations to all of you on a job well done.

Sincerely,

United States Senate

Charity Commission  
Registration Status

06 MAY 2003

RECEIVED

PRINTED ON RECYCLED PAPER

CHAIRMAN,  
HOUSE REPUBLICAN CONFERENCE

COMMITTEES:  
ARMED SERVICES  
SUBCOMMITTEE ON MILITARY PERSONNEL  
SUBCOMMITTEE ON MILITARY PROCUREMENT

PANEL ON MORALE,  
WELFARE AND RECREATION

Congress of the United States  
House of Representatives  
Washington, DC 20515-3604

July 26, 2001

President  
Narconon Arrowhead

Dear

I would like to take this opportunity to send a personal "congratulations" to all of the executives, staff and volunteers who have made the opening of your new, state-of-the-art facility a reality for our great state of Oklahoma.

Narconon of Oklahoma, Inc. has done great things for the people of Oklahoma, as well as people from across the United States and the world. Your service to the citizens of Oklahoma and for all who have struggled with drug addiction is greatly appreciated. Because of Narconon, thousands of individuals have returned to normal, drug-free lives.

It is a privilege to say that here in the state of Oklahoma is located one of the world's most effective treatment program. I support and commend the efforts of everyone involved with the delivery of the Narconon Rehabilitation methods in order to bring about a safer, more productive environment for all to live in.

On the date when this worldwide organization is celebrating the grand opening ceremonies of its premiere facility, Narconon Arrowhead in Arrowhead State Park on beautiful Lake Eufaula, Oklahoma, as a member of the United States Congress, I offer my sincerest congratulations and support for continued success of the Narconon program.

Sincerely,

Member of Congress

COMMITTEE ON WAYS AND MEANS  
SUBCOMMITTEE: HUMAN RESOURCES  
COMMITTEE ON THE BUDGET



Congress of the United States  
House of Representatives  
Washington, DC 20515-3603

July 30, 2001

President  
Narconon Arrowhead

Dear

I am pleased to extend warm greetings to everyone celebrating the eleven years of drug rehabilitation and prevention service that Narconon of Oklahoma, Inc. has given to the people of Oklahoma, the United States, and the world. Narconon staff, joined by community volunteers, have benefited thousands of lives.

Narconon has restored former drug addicts to their families and to their communities free from the life-destroying compulsion to abuse drugs. In addition, it has armed its graduates with the tools they will need to lead ethical and productive lives.

As Narconon celebrates the opening of its premiere rehabilitation center and international training center, Narconon Arrowhead at Arrowhead State Park in Canadian, Oklahoma, I congratulate all who have contributed to the success of the Narconon program.

My best wishes for a memorable celebration.

Sincerely,

Member of Congress

Congress of the United States  
House of Representatives  
Washington, DC 20515-3602

COMMITTEES:  
TRANSPORTATION AND  
INFRASTRUCTURE

SUBCOMMITTEES:  
AVIATION  
HIGHWAYS AND TRANSIT

RESOURCES

SUBCOMMITTEES:  
WATER AND POWER  
ENERGY AND MINERAL RESOURCES

SMALL BUSINESS

SUBCOMMITTEE:  
RURAL ENTERPRISES, AGRICULTURE  
AND TECHNOLOGY

August 10, 2001

Mr.  
President  
Narconon Arrowhead

Dear

I would like to add my congratulations as you celebrate the opening of Narconon Arrowhead at Arrowhead State Park in Canadian.

Narconon's work to restore individuals with drug problems to their families and their community is to be commended. The hard work being done by the staff and the volunteers of this rehabilitation center and international training center will be a welcome addition to the community and the nation.

I am pleased to extend my best wishes to all who have contributed to the success of this program.

Very truly yours,

Member of Congress

COMMITTEE ON ENERGY AND COMMERCE

SUBCOMMITTEES:

ENERGY AND AIR QUALITY  
TELECOMMUNICATIONS AND  
THE INTERNET

ENVIRONMENT AND HAZARDOUS  
MATERIALS

OVERSIGHT AND INVESTIGATIONS

**Congress of the United States**  
**House of Representatives**  
Washington, DC 20515-3601

August 13, 2001

President  
Narconon Arrowhead

Dear

I commend and congratulate you on the grand opening of your new Narconon Arrowhead facility. Your new facility is a testament to your success in fighting the devastating effects of drug and alcohol addiction.

All too often in society we learn about people who's hopes and dreams are cut short by the chains of drugs and alcohol. Almost everyone of us knows, or is related to, someone who has struggled with the shackles of addiction.

It is my hope that with Narconon's help more people will summon the courage to overcome their addiction. May your efforts inspire others to take a more active role in making our society safer and more civilized. Please accept my best wishes for your continued good work into the future.

Sincerely,

Member of Congress

# Congress of the United States

House of Representatives

Washington, DC 20515-3606

## AGRICULTURE COMMITTEE

### SUBCOMMITTEES:

CHAIRMAN  
CONSERVATION, CREDIT, RURAL  
DEVELOPMENT, AND RESEARCH  
GENERAL FARM COMMODITIES AND  
RISK MANAGEMENT

## FINANCIAL SERVICES COMMITTEE

### SUBCOMMITTEES:

CAPITAL MARKETS, INSURANCE, AND  
GOVERNMENT SPONSORED ENTERPRISES  
DOMESTIC MONETARY POLICY, TECHNOLOGY,  
AND ECONOMIC GROWTH  
FINANCIAL INSTITUTIONS AND CONSUMER CREDIT

## SCIENCE COMMITTEE

### SUBCOMMITTEES:

RESEARCH  
SPACE AND AERONAUTICS

August 18, 2001

Narconon of Oklahoma Inc.

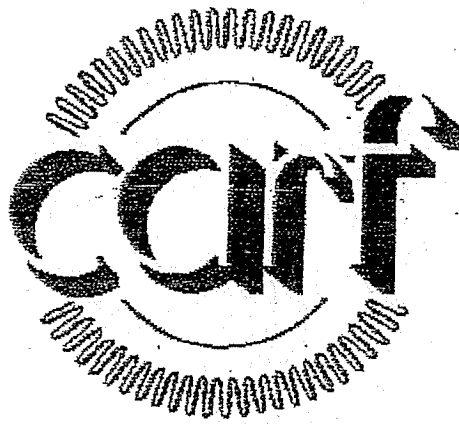
Dear \_\_\_\_\_

Congratulations to the executives, staff, and supporting outside volunteers of Narconon Arrowhead upon the Grand Opening of the Narconon Arrowhead Drug Rehabilitation and Prevention and International Training Center. I greatly appreciate your willingness to take on this important responsibility.

Best Wishes for the continued success of Narconon's important work and expansion of the vital role you are playing in making a better World for all of us.

Sincerely,

Member of Congress



*A Three-Year Accreditation is awarded to*

*Narconon of Oklahoma, Inc.  
dba Narconon Arrowhead*

*for the following identified programs which were surveyed under the  
2001 Behavioral Health Standards Manual*

*Alcohol and Other Drug Programs  
Detoxification  
Residential Treatment*

*This organization has met internationally recognized standards of quality in the  
provision of outcomes-driven programs and services to enhance the lives of the  
persons served. This Certificate of Accreditation is granted by authority of:*

**carf...The Rehabilitation Accreditation Commission**

*4881 East Grant Road, Tucson, Arizona 85712 • (520) 325-1044 • [www.carf.org](http://www.carf.org)*

Chair, Board of Trustees



President / CEO

P D Hodkin  
Hodkin & Company Solicitors  
42-44 Copthorne Road  
Felbridge  
East Grinstead  
RH19 2NS

2nd Floor  
20 Kings Parade  
Queens Dock  
Liverpool L3 4DQ

Direct Line:  
Fax:  
General Enquiries: 0870 3330123 (Voice)  
0870 3330125 (Minicom)

Email:

Your Ref:

Our Ref:

Date: 27 May 2003

Dear

**Narconon London / Criminon United Kingdom**

Thank you for the application for registration of the above named organisation received in this office on 6 May 2003

I am aware that you have been in correspondence with  
in this matter so far. However please note that I have assumed responsibility for dealing with the above application and all further correspondence on the matter of registration should be sent to me at the address above.

It is not normally the practise of the Commission to consider applications in draft form, however taking into consideration the circumstances, I have accepted the draft application in this instance.

Before admitting any organisation to the Register of Charities I must ensure that the objects declared are exclusively charitable and that they are an accurate reflection of the day to day activities of the organisation. Whilst I do not have doubt over the efficacy of the work of the former Narconon organisation, it is no longer apparent as to the exact role each of the new organisations will play and whether they are in fact both established for charitable purposes.

In order that I may give the application(s) further consideration I would ask that you provide a transparent breakdown of the activities of both organisations in furtherance of their three separately stated objects.

In particular I notice that Narconon is established to promote research for the public benefit whilst Criminon is established to advance the education of the public, particularly those affected or dependent upon drugs. How will each of the organisations achieve these purposes in practise?

**Keep up to date – Visit our website:  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)**



INVESTOR IN PEOPLE

I also note that Narconon aims to reform and rehabilitate whilst Criminon aims to assist in the rehabilitation and reformation of persons convicted of crimes. I understand that part of Narconon's work will involve the management of Market Place, London but how else will the objects be achieved? Exactly how will Criminon 'assist' in rehabilitation and reformation?

You make reference in your letter of the educational work of Narconon through a newsletter, however I do not think that the content of a newsletter can equate to education as recognised in a charitable sense. Can you provide me with further evidence of the educational work of either of the organisations? Furthermore the object of the organisation is to promote research rather than education, therefore it would seem more appropriate for these activities to be provided by Criminon. I would welcome your comments.

For research to be charitable it must fall within a charity's objects and powers and be undertaken for public and not private benefit. The field of research undertaken should be a discernible and serious academic field which qualifies as objective charitable research.

When commissioning another body to undertake research on their behalf, charity trustees must ensure that charitable funds are being properly applied. This can be done either by exercising direct supervision themselves or by arranging supervision of the research. The result of the research should be evaluated to ensure that it had been properly and adequately carried out. Charity trustees should also establish, in advance, ownership of the results of such research and weigh the benefits (if any) to be derived by any researchers against the public benefit.

Charity trustees are responsible for ensuring that the application of charitable funds are properly supervised and monitored and that work of a satisfactory quality is produced.

Any organisation which planned to conduct research, or engage others to do so on its behalf must supply the Commissioners with the following information:

- whether the research is being undertaken directly by the charity or by others. In the latter case, full details of the people concerned must be given.
- to what extent and how the charity trustees are to supervise the conduct of their research
- who will evaluate the results of the research
- who is to own the results of the research
- how the results of the research are to be disseminated and to whom the results will be available
- whether the charity trustees have established that no benefit to the researchers or others connected with the research could be said to outweigh any public benefit to be derived.

I would therefore invite your views in respect of the above.

Finally, it would appear to be a formality but I will require documentary evidence that both organisations will meet one of the minimum requirements for registration, namely;

- The organisation has an income from all sources exceeding £1000 per year;

- The organisation owns or occupies land, with or without buildings; or
- The organisation has permanent endowment

I will therefore require confirmation of funding/transfer of property for both organisations before proceeding. I look forward to hearing from you in due course.

Yours sincerely

30th May 2003

going to discuss applications 4000287/4000288.  
we discussed all three organisations' objects being identical  
and the possibility of Narconon London (Company) becoming  
a little subsidiary of Narconon (Trust).

He explained that the accounts of Narconon are already split  
and could easily demonstrate the min requirement criteria.  
He pointed out that research has been removed from  
the objects and moved to the powers clause.

He said that all of the information in relation to the  
educational work of the organisation had been sent to

He agreed to respond to all of the points I raised in  
a letter.

30/5/03

\* See legal about Company being subsid. of trust.

# Hodkin & Company

*Solicitors*

42-44 Copthorne Road, Felbridge, East Grinstead, West Sussex, RH19 2NS  
DX 300232 EAST GRINSTEAD

Telephone: (01342) 325765

Fax: (01342) 325479

Your ref:

Charity Commission  
2<sup>nd</sup> Floor, 20 Kings Parade  
Queens Dock  
Liverpool L3 4DQ

Our ref:

4 June 2003

Dear

**Re: Narconon London/Criminon United Kingdom**

I thank you for your letter of 27 May 2003 and refer to our telephone conversation on 30 May 2003.

I hope that in our telephone conversation I was able to answer your questions and clarify matters. In particular we identified the fact that I had failed to send you a copy of the Special Resolution of Narconon London which amended the company's Memorandum of Association. The objects are, in fact, identical to those of Criminon United Kingdom. I enclose a copy of the Special Resolution and amended Memorandum and Articles of Association.

The object clauses are also identical to the existing Narconon Trust, as recently amended on the advice  
The most important change was to make the research  
clause a power rather than an object, which I believe takes care of your concern regarding this aspect.

As I explained on the telephone, the reason why I felt it was necessary for both the Narconon and Criminon charities to retain all three objects is that they both do all three things, albeit with a different emphasis. Narconon, whilst concerned with the rehabilitation of drug addicts and preventative drug education, also, as a matter of necessity since it is dealing with drug addicts, has to do with criminals. Across the world people are often referred to Narconon centres for drug rehabilitation as an alternative to prison, as a probation condition and so forth. I sent you an example of somebody in England being allowed to attend the Narconon centre for drug rehabilitation as part of a bail condition.

Similarly, although Criminon concentrates on the rehabilitation of criminals in prison, a very high percentage of prisoners are drug addicts. Criminon includes a drug course within its line-up of correspondence courses, and Criminons in other countries (for example in Ensenada Prison in Mexico) run drug rehabilitation programmes similar to that run by Narconon in the prisons themselves.

As I explained, the reason why it is considered sensible to set up a separate Criminon charity is that the existing charity is already effectively working as two separate branches, Narconon and Criminon, with different people involved in each branch. It has become administratively cumbersome to have these within the same charity.

I enclose for your information a copy of the most recent accounts of the Narconon charity from which you will see that the income and expenditure of the Narconon and Criminon branches is shown separately. In the year 2001 the Criminon branch had an income of £8,546. This income increases every year as Criminon receives more support. All of the Criminon income will go into the new

charity, and I trust this therefore sufficiently demonstrates for you that the Criminon charity will have an income of more than £1,000 per year.

In relation to Narconon, as I explained, the intention is eventually to set up numbers of Narconon rehabilitation centres around the country. By their nature such facilities entail fairly high overheads, and therefore financial risk. I advised the charity that it would be prudent to separately incorporate each such centre. Narconon London is the first of these.

I think that your suggestion that the Narconon centres should all be subsidiaries of the main Narconon charity, and therefore operate under the same charity number, is a good one. You also suggested that we register this charity first and consider that in due course as it would entail a change to the Memorandum and Articles of Association. I think that is also sensible.

I have previously sent documentation relating to the Narconon drug education programme. I enclose herewith a copy of a leaflet which was in the material I gave her, I trust this provides you with sufficient information for your purposes now.

I also enclose, as requested, a copy of Narconon London's current lease.

I hope that this answers all of your queries, and that registration of these two new charities can now proceed without delay. Criminon has its annual fund raising dinner on Friday 13 June 2003, and it would be good if they were able to announce the registration of the new charity on that occasion.

Please let me know if I can assist in any way further.

I look forward to hearing from you.

Yours sincerely,

PD HODKIN

**NARCONON**

**ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2001**

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# MARCONON

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**NARCONON**

**ACCOUNTANTS' REPORT TO NARCONON**

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The statements of account on pages 2 and 3 have been prepared, without audit, from the records and accounts of Narconon and from information and explanations supplied to us and are certified to be in accordance therewith.

**Derek Field & Co.**

17 July 2002

**Chartered Accountants**

37 High Street  
East Grinstead  
West Sussex  
RH19 3AF

# NARCONON

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2001

	2001	2000
	£	£
<b>Income</b>		
Narconon Branch	29,531	1,536
Criminon Branch	8,546	5,015
	<u>38,077</u>	<u>6,551</u>
<b>Expenditures</b>		
Narconon Branch	22,733	1,778
Criminon Branch	9,097	4,916
	<u>(31,830)</u>	<u>(6,694)</u>
<b>Surplus/(Deficit)</b>	<u>6,247</u>	<u>(143)</u>

# NARCONON

## BALANCE SHEET AS AT 31 DECEMBER 2001

	Notes	2001 £	£	2000 £	£
<b>Current assets</b>					
Prepayments		6,217		-	
Cash at bank and in hand		876		1,575	
		<u>7,093</u>		<u>1,575</u>	
<b>Current liabilities</b>					
Sundry creditors and accruals		<u>1,670</u>		<u>2,399</u>	
<b>Net current assets/(liabilities)</b>			<u>5,423</u>		<u>(824)</u>
<b>Trust funds</b>					
At 1 January 2001			(824)		(681)
Surplus/(Deficit) for the year			<u>6,247</u>		<u>(143)</u>
			<u>5,423</u>		<u>(824)</u>

Approved by the Trustees.

Date : .....

OVER 10

## Part 1

## Organisation Details

Organisation name

NARCONON LONDON

Organisation number

4000289

Case number

340050

Area of benefit

LONDON

Date application received

6 5 03

Target dates

15 days

95 days

## Part 2

## Case Owner Details

Case owner

Grade level

3

## Part 3

## Name and Trustee Checks

Please check (x) relevant box

1. Charity name check

☐

No similar names found

☐

Ack sent (date)

☒

CDB report of similar names attached

Checked by

Date

Keywords used

NARCONON

13/5/03

2. Draft governing document but can accept as application case?

☐

Yes

☐

No

☐

N/A

If in draft reason why we are accepting

Authorised by

3. Governing document type

☐

Trust Deed

Executed?

Yes

☐

No

☐

Stamped?

Yes

☐

No

☐☐

Constitution

Adopted?

Yes

☐

No

☐☒

Memorandum and Articles

Incorporated?

Yes

☒

No

☐☐

Will

Grant of probate received?

Yes

☐

No

☐

Other (please specify)

Governing document is the standard approved for:

4. Supporting documentation

☒

APP 1 received

☒

DEC 1 received

☒

Certification of incorporation

☐

Minutes of meeting (certified)

**Part 3**
**Name and Trustee Checks (continued)**
☐ Special resolution

Other (please specify)

5. Trustee checks Insolvency Service

☒

Sent/Date

Returned/Date

13/5/03

 (Results to be attached  
as necessary)

Local Information Index

☐

Checked by

Date

Removed trustee list (CC and SCO)

☐

Disqualified Company Directors

☐

Quick Address

☐

Electoral Roll

☐

Protection of Children Acts Lists

☐

Others (please state)

☐

Parts 1, 2 &amp; 3 completed

**Part 4**
**Case Direction Notes**

Following an initial reading of the application I have identified the following issues which should be addressed

Case owner's comments	Line manager's/senior technician's comments
	SEE ALSO APPI FOR CRIMINON UNITED KINGDOM

Part 4 completed

 Signed off by senior officer  
(NB: As per local practice)

## Case Owner's Decision

1. I consider this organisation to be acceptable for registration ☒

2. I do not consider this organisation to be acceptable for registration for the reasons explained in  
ogl (date)  ☐

3. Application not pursued by promoters ☐

Signed  Date

4. ☒ Case re-opened ☐ Date

Why?

Result?

Signed  Date

## Part 6

## Registration Instructions

Case owner – please place this form on the front cover of the case file at this page

1. Please register ☒ Target date

2. Current governing document attached inside left-hand file cover (dated)

3. Amending documents attached inside left-hand cover (dated)

4. Guidance given? Yes ☐ No ☒

5. Risk Assessment form (RTN-1107) attached (if applicable) ☐

6. Any other features?

7. Please telephone correspondent with registration number ☐

8. Please send RE500 to:

a) solicitors ☐

b) correspondent ☐

c) both ☒

9. Close case and note CMS ☐

10. Please make up CR file ☐

11. Please make up key documents file (documents flagged) (delete if not appropriate) ☐

12. PA files ☒

CDB inputting completed by