



# **Gift Policy of The Royal Household**

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## 1.0 Preface

This Gift Policy seeks to provide a framework for the management of gifts by The Royal Household, on behalf of The Sovereign and other Members of The Royal Family.

This will include clarification of the categorisation of gifts by The Royal Household. Sections 2.0-5.0 of this Policy relate to The Sovereign and Section 6.0 relates to other Members of The Royal Family. Sections 7.0-9.0 relate to all gifts received by both The Sovereign and other Members of The Royal Family.

### 1.1 Definition of Gift

For the purposes of this Policy document, a gift is defined as **any object given to The Sovereign and/or other Members of The Royal Family**, whether this be in an Official, Unofficial or Personal capacity (please see Section 2.0 for details).

### 1.2 Sustainability

Sustainability is a fundamental objective of The Royal Household and will therefore be taken fully into account for all aspects of incoming gifts.

The Sovereign and Members of The Royal Family ask that environmental and social sustainability is actively considered by those who generously offer a gift.

It is the preference of the organisation that an offer of a gift is provided in writing prior to the item being sent, which the Household may not be able to accept or retain.

The Royal Household cannot accept responsibility for unsolicited gifts. Therefore, the return of these items is not guaranteed and at the sender's risk, particularly if they are deemed to be overly costly to return.

If unsolicited gifts cannot be retained, they may be repurposed in line with the sustainability values of The Royal Household. For example, the Household donated Paddington Bear soft toys to a children's charity in 2022.

Alternatively, if unsolicited gifts cannot be donated, they will be securely disposed of and any resultant proceeds donated to a charitable foundation.

### 1.3 Gift Delivery

It is the responsibility of the donor of any accepted gifts to organise and supply the payment for the delivery of their gift, whether this be via the post, courier or in person.

If the gift is sent via courier or in person, then a member of The Royal Household should be informed of this, to ensure it is accepted and goes through the relevant security protocols.

In sending the gift in the first instance, the donor accepts the risk that their gift may be damaged during its journey. The Royal Household is not responsible for any damages.

It must also be understood that donors send any unsolicited gifts in the knowledge that these will most likely not be returned to them for both cost and sustainability reasons. This is especially the case with regards to gifts sent from outside of the UK.

## 2.0 Classification

### 2.1 Official

A gift which is classified as ‘Official’ is any gift given to The Sovereign in their capacity as The Sovereign of the United Kingdom. This can be from a recognised representative of an organisation which has an established relationship with The Sovereign, such as a military affiliation, or on behalf of a recognised government, nation or group of individuals.

Examples of individuals and groups within this classification are:

- Heads of State.
- Patronages of The Sovereign and/or other Members of The Royal Family.
- Organisations with an established relationship with The Sovereign and/or other Members of The Royal Family.
- Gifts given at Official Visits and Engagements.

### 2.2 Unofficial

An ‘Unofficial’ gift is classified as any gift given to The Sovereign in their capacity as The Sovereign of the United Kingdom when given outside of an Official context. For example, this includes gifts given by members of the public without an established relationship to The Sovereign. This group comprises individuals, commercial businesses, and organisations.

This category also includes gifts given during ‘Walkabouts’, where a Member of The Royal Family meets members of the general public, as well as gifts that do not fall within the Personal or Official classifications.

### 2.3 Personal

A gift which is classified as ‘Personal’ is any gift given to The Sovereign in a private capacity.

This group can include:

- Other Members of The Royal Family (working and non-working).
- Personal friends.
- Individuals and/or organisations with an established relationship with The Sovereign as a private individual.

Personal friends can include:

- Long standing direct correspondents.
- An individual with a mutually shared interest in which both parties participate.
- A friendship that transcends the official aspects of either one or both parties' official roles.

This classification is in conjunction with Article 8 of The Human Rights Act 1998, which protects a person's right to respect for their private and family life.

## 3.0 Offers of Gifts

### 3.1 Introduction

Offers of Gifts includes any communication to The Royal Household offering a gift in advance of receipt. This section also provides advice on the acceptance of gifts, considering donors, context, and circumstance.

**It is the preference of The Royal Household that Offers of Gifts are sent in advance, in order for the security protocols surrounding The Royal Family and Royal Residences to be adhered to and due diligence completed. This is inclusive of gifts presented during Official Engagements.** This preference is also in line with Point 1.3 and 1.4 of this Policy.

The Royal Household generally suggests that a charitable donation to the Patronages of The Sovereign and Members of The Royal Family would be gratefully received in lieu of a gift, or alternatively, support for an initiative of benefit to their local community. The Royal Household is not able to make recommendations of individual causes to donate to; this must remain the choice of the donor. However, individuals or organisations are welcome to write to The Sovereign and/or other Members of The Royal Family to inform them of their kind gesture as an alternative to sending a physical gift.

### 3.2 Official

Offers of Gifts from ‘Official’ donors may be accepted given their pre-existing connection with The Sovereign.

Wherever possible, the donor is asked to provide a written offer of the gift prior to the item being sent to allow for security protocols and due diligence. This applies to gifts given during, or following, a Visit or Engagement. This should be discussed with The Royal Household in advance of the event.

### 3.3 Unofficial

Offers of gifts from ‘Unofficial’ donors will only be accepted on a case-by-case basis.

As stated in Point 3.1 of this Policy, The Royal Household generally suggests that a charitable donation to the Patronages of The Sovereign and Members of The Royal Family would be gratefully received in lieu of a gift or alternatively support for an initiative of benefit to their local community.

Any letters with photographs of handmade or bespoke items would be gratefully received so The Royal Household can ensure the thought is appropriately thanked for, with the item being retained by the donor for safekeeping.

### 3.4 Personal

Personal offers of gifts are a private matter and are managed separately to this Policy.

## 4.0 Retention and Recording of Accepted Gifts

### 4.1 Retention

#### 4.1.1 Official

All Official Gifts given from a Head of State or as part of an Official Engagement, excluding perishables, are accessioned to the Royal Collection, or otherwise held in trust for the Nation. These gifts are reviewed by Royal Collection Trust, who have custodianship of the items.

Official Gifts not in the above category, for example from a Patronage or Royal Warrant Holder, will be reviewed and retained as appropriate by The Sovereign, The Royal Household or, if accessioned to the Royal Collection, by Royal Collection Trust.

#### 4.1.2 Unofficial

Unofficial gifts will only be retained on a limited case-by-case basis, in line with this Policy. Those kept will either become part of the Royal Collection (following Royal Collection Trust's advice) or will be retained as appropriate by The Sovereign or The Royal Household.

#### 4.1.3 Personal

Personal gifts will be retained as per The Sovereign's wishes on an individual and private basis.

It is The Royal Household's longstanding policy not to disclose information relating to the giving and receiving of private gifts to maintain an acceptable level of privacy and confidence for Members of The Royal Family.

### 4.2 Recording

Gifts received by The Sovereign and Members of The Royal Family are acknowledged and recorded in an efficient and timely manner.

## 5.0 Disposal of Gifts

### 5.1 Introduction

Any gifts that are not accessioned to the Royal Collection or retained by The Sovereign or The Royal Household will be respectfully disposed of in line with the principles outlined in Section 3.3.

### 5.2 Official

All Official Gifts given from a Head of State or presented during an Official Engagement, excluding perishables, become part of the Royal Collection.

As outlined in Point 4.1.1, Official Gifts not in the above category, for example from a Patronage or Royal Warrant Holder, will be reviewed and retained as appropriate by The Royal Household and/or Royal Collection Trust.

### 5.3 Unofficial

It is the preference of this Policy, as outlined in point 1.3, that gifts are not sent unless an offer has been made and formally accepted. In the case of unofficial gifts sent without prior acceptance, these gifts will be respectfully disposed of at the discretion of The Royal Household.

### 5.4 Personal

All decisions regarding Personal gifts are a private matter and are managed separately to this Policy.

## 6.0 Other Members of The Royal Family

### 6.1 Introduction and Classification

Gifts sent to other Members of The Royal Family generally follow a separate process to that of The Sovereign, due the differing nature of the roles. They are classified the same way (as explained in Section 2.0.). Official gifts given to Members of the Royal Family whilst they are supporting the Sovereign in official duties, are treated in the same way as official gifts to the Sovereign as set out above.

### 6.2 Retention

#### 6.2.1 Official

Official gifts received for other Members of The Royal Family when supporting the Sovereign, if deemed as historically significant, may be catalogued to become part of the Royal Collection.

#### 6.2.2 Unofficial

As in point 5.3, unsolicited unofficial gifts sent to The Royal Household may be securely disposed of at the discretion of The Royal Household.

#### 6.2.3 Personal

All retention decisions regarding personal gifts are a private matter and are managed separately to this Policy.

## 7.0 Data Protection

All personal data is processed in accordance with The Royal Household's Privacy Policy and The Data Protection Act. More information can be found at the following web pages:

[Privacy Policy | The Royal Family](#)

[Data protection: The UK's data protection legislation - GOV.UK](#)

## 8.0 Monetary gifts

### 8.1 Official

Gifts of money from Official Donors, including cheques, cannot be accepted by either The Sovereign or other Members of The Royal Family and will be returned to the sender.

Where gifts of money are sent to the Sovereign or other Members of The Royal Family which are intended to be passed on to charity, the money will also be returned to the sender, since The Sovereign and other Members of The Royal Family are unable to act as a conduit in passing money on to charitable organisations, including their Patronages. Any monetary gifts should be shared with the organisation directly by the donor.

### 8.2 Unofficial

Gifts of money from Unofficial Donors, including cheques, cannot be accepted by either The Sovereign or other Members of The Royal Family and will be returned to the sender.

Where gifts of money are sent to the Sovereign or other Members of The Royal Family which are intended to be passed on to charity, the money will also be returned to the sender, since The Sovereign and other Members of The Royal Family are unable to act as a conduit in passing money on to charitable organisations, including their Patronages. Any monetary gifts should be shared with the organisation directly by the donor. In the rare event that it is not possible to return the money to the donor, with the approval of the Keeper of the Privy Purse, the money will be donated to charity.

### 8.3 Personal

Personal gifts are a private matter and are managed separately to this Policy.

## 9.0 Gifts of a perishable nature

Gifts of perishable items from Official donors should generally only be accepted if agreed in advance.

Gifts of perishable items from Unofficial donors should not be accepted.

Personal gifts of a perishable nature are a private matter and are managed separately to this Policy.