

RUSHCLIFFE BOROUGH COUNCIL

Revenues Services
Civic Centre, Pavilion Road, West Bridgford, Nottingham, NG2 5FE
Telephone – 0115 9819911 ext. 706
Fax – 0115 9148559



**APPLICATION FOR RATE RELIEF - CHARITABLE AND OTHER ORGANISATIONS
SECTION 43 AND 47 OF THE LOCAL GOVERNMENT FINANCE ACT 1988.**

Please read this form fully before completion.

1. Name and full address of Charity or Organisation: _____

2. Address of the property for which relief is being applied for: _____

3. Date from which relief is being claimed. (Relief will only be granted from the start of the financial year (1st April) or the date that the premises were occupied, whichever is the later): _____

4. Please detail the main objectives and purposes of your organisation: _____

5. Sections under which relief is being claimed

- a) Section 43 (Mandatory relief) YES / NO
b) Section 47 (Discretionary relief) YES / NO

6. Is the organisation registered with the Charity Commission? YES / NO

If yes:

- a) Please give registration number: _____
b) Please supply proof of charitable status i.e. copy of the registration.

If no:

- a) Is the organisation recognised as being charitable? _____
b) If exempt from registration please state grounds: _____

7. Please state the activities undertaken at the premises to which the application relates:

IF YOU ARE A CHARITABLE ORGANISATION APPLYING FOR MANDATORY RELIEF ONLY, PLEASE SIGN THE DECLARATION AT QUESTION 22

ADDITIONAL INFORMATION (DISCRETIONARY RELIEF APPLICATIONS ONLY)

8. If the premises are used by any other organisation, other than the applicant, please confirm who uses the premises and for what purposes: _____

9. Have any grants been made to the organisation? YES / NO

If yes, please give details: _____

10. Does the organisation have a written constitution or set of rules? YES / NO

a) If yes, please submit a copy.

b) If no, how is the organisation constituted? _____

11. Is the membership open to all sections of the community? YES / NO

12. Is membership encouraged for particular groups in the community? YES / NO

If yes, please provide details: _____

13. What are the qualifications for membership? _____

14. Please confirm details of any membership fees: _____

15. Are the facilities made available to people other than member's e.g. public sessions?

YES / NO

If yes, please give details:

16. Please provide details of any other sources from which income is received: _____

17. Do you provide training or education for any of your members? YES / NO

18. Are you affiliated to any national organisation? YES / NO

19. Are your premises licensed for the sale of alcohol? YES / NO

20. If this application relates to a charity shop, please state the percentage of goods sold that are brought in items and the percentage that are donations:

21. Please provide any other information that you consider relevant to your application:

IMPORTANT: The following documents should be forwarded with any application that is only for Discretionary Relief:

- a) Copy of the memorandum and articles / rules of the association
- b) Copies of the audited accounts and balance sheets for the last 2 years

22. **DECLARATION:** I hereby certify that the information given in this application is correct to the best of my knowledge and belief.

Signature: _____ Date: _____

Please print name of signatory given above: _____

Capacity in which signed: _____
(E.g. secretary)

Name, address and telephone number for communication: _____

What Happens Next?

You will receive confirmation that your application has been received and you will be notified of the outcome of your application within 10 working days of receipt.

If you have any enquiries please contact Revenues Services 0115 9819 911 ext. 706.