

# BUSINESS RATES

## Application for charitable rate relief

1. Full postal address of the premises for which rate relief is sought:

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2. Are you a registered charity?  Yes  No  
Please give registration number:

3. Name and address of the charity or organisation:

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Name and address of the person to whom correspondence should be forwarded:

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Contact Telephone Number:

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### 4. PROPERTY DETAILS

- a) Description of premises:

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- b) Are the premises a Community Building? (ie a building which serves the whole community)  Yes  No

- c) Are the premises owned by a charity?  Yes  No

- d) If NO, please give the name and address of the owner

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- e) (i) Are the premises wholly or mainly used for charitable purposes?  Yes  No

Is any part of the building occupied by a profit making body or organisation?  Yes  No

- (ii) What percentage of the premises are used for charitable/non profit making purposes?

\_\_\_\_\_ %

- f) If a charity shop, please state % of donated goods:

\_\_\_\_\_ %

- g) If the premises are unoccupied, please state:-

- i) Whether the premises will be used for the purpose of the charity or organisation detailed above when they are next occupied:

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- ii) How long will the premises be unoccupied:

### 5. MEMBERSHIP DETAILS

- a) Is the membership of the organisation open to the general public?  Yes  No

- b) Do people have to be members of your organisation to use the facilities available?  Yes  No

### 6. CONSTITUTION OF CHARITY OR ORGANISATION

PLEASE STATE:

- a) Objects of the charity or organisation:

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- b) Please give details of the service provided or activities carried out:

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- c) Is the business or the organisation conducted for profit?

Yes  No

d) (i) If YES, when established?

(ii) If NO, the objects of the organisation are:

- Philanthropic  
 Charitable  
 Religious or concerned with Education  
 Social Welfare  
 Science or Fine Arts

e) If exempt from registration as a charity, please give details:

Do you have a letter from Inland Revenue confirming that your organisation is exempt from taxes under the provisions of Section 505 of the Income and Corporation Taxes Act 1988?  Yes  No

Is it affiliated to any other organisation?  Yes  No

If YES, please give details:

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## 7. I WISH TO CLAIM...

(please tick one box only)

- Mandatory Relief 80%  Discretionary Relief  
 Both

## PLEASE NOTE: EACH APPLICATION IS ASSESSED ON ITS OWN MERITS

I, \_\_\_\_\_, acting for and on behalf of the charity/organisation named in item (1) of this application, made a claim for the said organisation to be treated in accordance with Sections 43, 45 and 47, Local Government Finance Act 1988.

I certify that the statements given on this application form are, to the best of my knowledge and belief, correct and that the charity or organisation to which they refer is not established or conducted for profit.

I understand that completion of this form DOES NOT constitute the acceptance by Eastleigh Borough Council of the charity or organisation as a body entitled to relief under the provisions of the Local Government Finance Act 1988.

Signature

Date \_\_\_\_\_

Capacity in which signed

**When completed, this application form should be returned to: Revenue & Benefits Service Unit, Eastleigh Borough Council, Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN together with a copy of the written constitution of the organisation (if applicable).**

### FOR OFFICIAL USE ONLY

Mandatory Relief granted:  Yes  No

Total cost to Authority in relevant year:

Recommending Officer's signature

Date

### FOR OFFICIAL USE ONLY

Discretionary Relief approved:  Yes  No

If YES, % granted

Signature of Senior Revenues Specialist

Date