

APPLICATION FOR CHARITABLE RATE RELIEF

Assessment Number

You may use this form to apply for either Mandatory or Discretionary Relief or both.

Mandatory Relief can only be given to charities or trustees for a charity where the property is wholly or mainly used for charitable purposes, whereas Discretionary Relief can be granted to certain non-profit making organisations as well as in addition to Mandatory Relief.

- 1) Please indicate the type of Charitable Relief for which you are applying:
(tick box)

MANDATORY

DISCRETIONARY

- 2) Address of property in respect of which application is made

- 3) Name of organisation in occupation

- 4a) Is the organisation a registered charity?

- b) If so, please give registration number

- 5a) Is the organisation affiliated to a parent body

- b) If so, please give name and address

- 6) Is the organisation established or conducted for profit?

- 7) Describe briefly the aims and objects of the organisation

- 8a) Is membership open to all sections of the community and are facilities available to the general public on payment of a reasonable fee?

- b) If so, how?

9) Are membership fees likely to be affordable to all sections of the community?

10a) Are any special discounts available, eg unemployed, children? b) If yes, please provide details

11) Does the organisation encourage membership from particular groups, eg young people and people with a disability?

12) Are members mainly from the Suffolk Coastal area?

13) Does the organisation provide specialist training or education for its members or the wider community?

14) Please state the purposes for which the property is normally or mainly used.

15a) Are the facilities available to other individuals or organisations, eg schools or voluntary clubs? b) If so, please give details

16a) Does the organisation carry out its own fundraising efforts? b) If yes, how often and how much has been raised in the last financial year

17) Does the organisation run a bar, regular car boot sales or have some other form of quasi-commercial fundraising activity?

- 18) Does the organisation make donations to charitable organisations? b) If so, how much has been donated in the last financial year
- 19) Is your club/organisation receiving any sponsorship? If so, please provide details.
- 20) To what degree have the facilities available been provided by self-help, ie have the members paid for provision or improvement of facilities?
- 21) Is the property let at any time?
- 22) If so, please give details,
- 23) Name, address and telephone number for correspondence.

Signed: _____ Date: _____

Capacity in which signed: _____

This form when completed should be returned with:

- a) A copy of the rules and constitution.
- b) A copy of the original Charity Commission documentation.
- c) A copy of the most recent audited accounts.

To: Mr R W Edwards
 Business Rates Manager
 Suffolk Coastal District Council
 Melton Hill
 WOODBRIDGE
 Suffolk
 IP12 1AU

FIN: NDR/1-11/05
 CHAR/REL