



Mansfield District Council

Revenues and Benefits Service

Date:

Account number:-

Application for Discretionary/Mandatory Rate Relief

If there is insufficient space on this form, please use additional sheets to support your application.

Address of property for which relief is applied

Name of charity or organisation

- Is the organisation
- | | | |
|---|------------------------------|-----------------------------|
| (a) Registered Charity | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (b) Designated an Industrial and Provident Society | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (c) Registered as a Community Amateur Sports Club with the Inland Revenue | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If yes to either a,b or c please list registration or charity number below and send an original copy of the notification (The original will be returned to you later)

Registration/Charity Number.

If the charity is exempt from registration please tell us why,

What are the main objectives and purposes of the organisation?

Is membership open to all sections of the community?

Yes No

If No please give details,

If Yes please state which particular groups are encouraged to join, examples might be young people, disabled people, senior citizens.

Has the organisation made any specific adaptations for disabled or special needs groups?

Yes No

If yes please give details

Are facilities available to people other than members?

Yes No

Give the number of members of the organisation

What approximate percentage of members or users live in the area covered by Mansfield District Council?

%

Additional information (if necessary)

What are the qualifications/requirements for membership?

Is entry to membership dependant on the votes of existing members?

Yes No

What, if any, are the membership fees/subscriptions per year?

No Fee Fee £

What facilities are provided?

Does the organisation run a bar on the premises? Yes No

Does the organisation provide training or education to members? Yes No

If yes please give further details

What are the annual operating costs of the organisation? £

How are they funded? (Please list sources of income and specific grants/awards the organisation receives)

What are the organisations latest reserves/cash balances? £

What benefits does the organisations objectives and activities offer to the citizens of the Mansfield District?

Specific Groups

Please tick if you consider your organisation to be any of the following:-

- | | | | |
|--------------------------------|--------------------------|------------------------|--------------------------|
| Shop run by registered charity | <input type="checkbox"/> | Community Group | <input type="checkbox"/> |
| Social Club/Miners Welfare | <input type="checkbox"/> | Sports Club/Youth Club | <input type="checkbox"/> |
| Community Centre | <input type="checkbox"/> | Other | <input type="checkbox"/> |
| Regeneration Project | <input type="checkbox"/> | | |
- If 'Other' please give further definition

Additional details (if any) in support of your application.

CERTIFICATION

I hereby certify that the particulars given above are correct to the best of my knowledge and belief.

SIGNATURE _____ DATE _____

Please print name of signatory above _____

Address _____

Capacity of signatory (e.g. Secretary, Treasurer) _____

Telephone Number _____

Fax Number _____

E-Mail Address _____

WHAT YOU NEED TO SEND IN SUPPORT OF YOUR APPLICATION

- ✓ Original copy of registration with Charity Commissioners, Industrial and Provident Society or notification of registration
- ✓ Copy of your latest accounts
- ✓ Copy of articles of association or constitution of the organisation
- ✓ Copy of latest Business Plan

WHAT HAPPENS NEXT?

We will determine your application within 30 days and any documents e.g. Charity Commission notification will be returned to you along with the notification of the decision.

If we require additional information we will write to you as soon as possible after receiving your application.

If you have any enquiry please contact the Business Rates Section

Telephone: (01623) 463162 – Fax: (01623) 463384 – email: businessrates@mansfield.gov.uk

Return the form and documentation to,
Mansfield District Council, Civic Centre, Chesterfield Road South, Mansfield, Nottinghamshire, NG19 7BH