



Mandatory/Discretionary Rate Relief Application

Application for relief from National Non-Domestic Rates under sections 43 & 45 (mandatory), sections 47 & 48 (discretionary) Local Government Finance Act 1988 and Section 64 of the Local Government Act 2003

Use a separate sheet if any questions cannot be answered in the space provided.

Name & Address of Charity/Organisation/CASC

A/C Reference Number	Property Address	Type of Business

1. Particulars of the Charity or Organisation

- (a) What are its main objects and purposes (a)
- (b) Is it registered with the Charity Commissioners, Department of Education or HMRC for CASC's? If so, please state registration number (b) Yes No
- (c) If exempt from registration, please state grounds (c)

2. Details of hereditament for which relief is claimed

- (a) Purpose(s) for which used (a)
- (b) If used for any purpose other than those of the claimant, please give details. (Please use a separate sheet if insufficient room provided on application form) (b)

3. Sections under which relief is being claimed

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|-------------------------------------|---------|----|--|
| a) Mandatory (Occupied) | (a) Yes | No | |
| b) Mandatory (unoccupied) | (b) Yes | No | |
| c) Discretionary | (c) Yes | No | If answer is yes please see note below |
| d) Both Mandatory and discretionary | (d) Yes | No | If answer is yes please see note below |

In cases where the application is being made for discretionary relief, the following documents must also be forwarded with the application together with the completion of the additional questions at the end of this form:

- (1) Copy of the Memorandum and Articles of Association, or Rules of Association. (These will be returned after the application has been considered)
- (2) Copies of the audited accounts and balance sheets for the last 2 years

In the case of empty property please state:

(a) Does your organisation own the property? (If no please provide owners details)	(a) Yes	No
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(b) When next in use will the property be used for Charitable purposes?	(b) Yes	No
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I HEREBY CERTIFY that the particulars given above are correct to the best of my knowledge and belief.

Signature:

Address: (if different from overleaf)

Position in Organisation:

Contact Phone number:

Email:

Date:

Please return your completed form and any additional supporting information to businessrates@midkent.gov.uk

Claimants for Discretionary Relief should answer the following questions:-

	Yes	No
1. Is membership open to all sections of the community ?		
2. Does the organisation actively encourage membership from particular groups in the community, e.g., young people, older age groups, the disabled, ethnic minorities, etc ?		
3. Are the facilities made available to people other than members e.g., Schools, casual public sessions, etc ?		
4. Does the organisation provide training, education for its members or schemes for particular groups to develop their skills, e.g., young people, the disabled, retired people ?		
5. Have the facilities available been provided by:		
a) Self-help ?		
b) Grant-aid ?		
6. Does the organisation run a bar ?		
7. Does the organisation provide facilities which, indirectly, relieve the Council of the need to do so, or enhance and supplement those which it does provide?		
8 Is the organisation affiliated to local or national organisations, e.g., local sports or arts councils, national representative bodies ?		
9. Is the membership drawn from people mainly resident in the Council's area ?		
10. If you are a sports club have you tried to gain Community Amateur Sports Club (CASC) status ?		

Additional information in support of the application: