

# Application for Mandatory Rate Relief (Charities and Community & Amateur Sports Clubs)

Local Government Finance Act 1988, Section 43 and 45 (as amended)

Please:

■ Use **BLOCK LETTERS**

■ Answer **ALL** questions. Continue on a separate sheet if necessary.

Business Rates Account Reference Number:

Property Reference Number:

(These can be found on the front of your bill)

Name and title of organisation:

Charity Commission Registration Number: (or registration number with the Secretary of State for Education), or Inland Revenue Registration Number:

Date of registration:

If exempt from registration, please state grounds:

Address of premises for which relief is claimed:

Please give precise details of the activities carried out at the premises:

Does any other organisation use the property, or any part of it?

Yes  No  If Yes, please give brief details:

Please describe the organisation's main purpose and objectives:

How does the use of the property satisfy the objectives of the organisation?

Is the property used for the sale of goods?

Yes  No

If Yes, please state the percentage of goods which are:

a) Donated .....	<input type="text"/>	%
b) New good purchased for resale .....	<input type="text"/>	%
c) Other (please specify) .....	<input type="text"/>	%

What percentage of sales are used to support the objectives of the charity?

 %

Are all staff volunteer workers?

Yes  No

Does the Organisation own the property?  
If No,

Yes  No

a) Who is the owner of the property?

b) Who is the lessee?

Is the property empty?

If Yes,

Yes  No

a) Was the organisation the last occupier?

Yes  No

b) Is it expected that this organisation will be the next occupier?

Yes  No

Name and address of the secretary, or persons to whom future correspondence should be sent (including postcode):

Telephone number:

Email address:

## DECLARATION

I declare that to the best of my knowledge and belief, the information given on this form is correct, and the organisation to which it refers is not established or conducted for profit.

Signed:

Name (BLOCK CAPITALS):

Date:

Capacity in which signed:

Please return the completed form by email to [businessrates@e-lindsey.gov.uk](mailto:businessrates@e-lindsey.gov.uk) or by post to the address at the bottom of page 1.

### Privacy Information

Your Business Rates information will be processed by Public Sector Partnership Services (PSPS) on behalf of the data controller, East Lindsey District Council. We require this information from you to allow us to fulfil our statutory duty for Business Rates collection.

Please refer to our website [www.e-lindsey.gov.uk/privacy](http://www.e-lindsey.gov.uk/privacy) for full details relating to the processing of your information. This will include an explanation of your rights as a data subject, who we share information with and why, contact details (including for Data Protection Offices), and an explanation of our plans to retain your information.