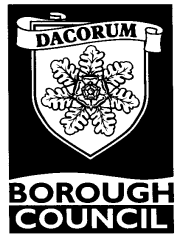


# BUSINESS RATES



## Discretionary Relief

Name and address:

Account Number

Date of Issue

DISCRETIONARY RELIEF

**A**

### Applicant Details

Name of organisation:

Registered address:

Telephone Number:

E-mail Address:

Address of premises, for which relief is being claimed:

1<sup>st</sup> Premises

2<sup>nd</sup> Premises

Do you own the freehold of these premises? Yes  No

If no, please provide details of the landlord:

Relief claimed from (date):

Name and address of representative (if different from above):

Data Protection Statement

Information provided will be used for the purposes of administering Housing and Council Tax Benefit, but may be further disclosed solely in accordance with the law to protect public funds.



# BUSINESS RATES

## Important Note

Restrictions to Discretionary relief may be made, dependant on the financial standing and objectives of the organisation or charity.

### B

#### Charity or Organisation Details

(please tick)

Is the applicant:

Yes

No

A registered charity?



Excepted or exempt from registration?



Recognised as a charity for Income Tax purposes?



A registered Community Amateur Sports Club (CASC)?



Please use separate sheet if you need more room to answer any of these questions

#### Access

Is membership open to all sections of the community? (Please give details of any restrictions on membership, the costs of membership, and any other information you think is relevant.) Generally, organisations should be prepared to show that membership is open to anyone.

Do you actively encourage membership from particular groups in the community? (For example: young people, women, older age groups, people with disabilities, ethnic minorities etc.)

Are the facilities available to people who are not members? (For example: schools, casual public sessions and so on.)

## **BUSINESS RATES**

<b>Facilities</b>		Yes	No
Does the organisation:			
Provide training or education for its members?		<input type="checkbox"/>	<input type="checkbox"/>
Provide schemes for particular groups to develop their skills? (for example. young people, people with disabilities, retired people.)		<input type="checkbox"/>	<input type="checkbox"/>
<b>Other Issues</b>			
Is the organisation affiliated to local or national organisations? (for example: local sports or arts councils, national representative bodies.)		<input type="checkbox"/>	<input type="checkbox"/>
What percentage of the membership is made up of people who live mainly in the area covered by Dacorum Borough Council?		<input type="text" value=""/> %	
<b>If applicable</b> , please explain why registration with the Charity Commission is not required?			
<div style="border: 1px solid black;"></div>			
Please describe the charity or organisation's main purposes and objectives:			
<div style="border: 1px solid black;"></div>			

# BUSINESS RATES

**C**

**The Premises**

(please tick)

Yes      No

Is there a licensed bar on the premises?      

Are the premises used for any purposes other than for the charity or organisation for which this application concerns?      

If yes please provide details

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

**Important Note**

(Please read and tick boxes as appropriate)

Any registered charity or CASC applying for an additional 20% discretionary relief or any other 'not for profit' organisation applying solely for discretionary relief must submit the following:

A copy of Trust Deed or Written Constitution

Accounts for the last TWO financial years clearly showing Income and Expenditure and any restricted or designated funds

I declare that the information given in this application is true and accurate to the best of my knowledge

Signature

Date

Position with or relation to organisation

**Please return to:**

Business Rates  
 Dacorum Borough Council  
 The Forum  
 Marlowes  
 Hemel Hempstead  
 Herts HP1 1DN  
 Tel: (01442) 228268