

Application for Non Domestic Rate Relief for Charitable and Non Profit Making Organisations

Please complete all sections and return to:

Business Rates Section
Castle House
Great North Road
Newark
NG24 1BY

Account Number
Starts 410...

Tel (01636) 650000
E-mail business.rates@newark-sherwooddc.gov.uk

1. Name of the organisation	
2. Address of the property concerned	
3. Is the organisation established or conducted for profit?	Yes / No
4. Is the organisation a charity?	Yes / No
5. If yes, please state the registration number	
6. If the charity is exempt from registration Name of the organisation, please state why	
7 What percentage of the membership live in the District?	
8 What membership concessions are offered?	
9 What, if any, are the restrictions on membership?	
10 -Do you provide any training courses?	Yes / No
11. If yes, are they available to members only, affiliated members or to anyone?	
12. What benefits do the organisations objectives offer to the citizens of the District?	
13. Are there any bar facilities on the premises?	Yes / No

14. For what purpose is the property used?	
15. If the property is a charity shop, what percentage of the goods for sale have been donated to the organisation?	
16. If the property is used for any purposes other than those of the organisation, please give details.	

Signed

Telephone Number

Name

Email Address

Capacity in which signed

Date

You can view the council's Privacy Notice regarding the use of personal data at <https://www.newark-sherwooddc.gov.uk/privacynotice/>

Important

If mandatory relief is applicable your bill will be reduced by 80%.

If discretionary relief is awarded, it can be up to 100% dependant upon certain criteria being met. All applications for discretionary relief must be accompanied by the following documents,

- **A copy of the latest audited accounts.**
- **A copy of the organisations memorandum and articles of association or its constitution and rules.**

IF YOU DO NOT PROVIDE ACCOUNTS FOR YOUR ORGANISATION WITH THIS APPLICATION NO DISCRETIONARY RELIEF CAN BE GRANTED.