

BUSINESS RATES: APPLICATION FORM FOR DISCRETIONARY RELIEF

Please use this form if you are an organisation not established or conducted for profit, to apply for:

■ **Discretionary relief under s47 of Local Government Finance Act 1988.**

Please return this form to:

Revenue Services, Bolsover District Council, The Arc, High Street, Clowne, Derbyshire S43 4JY
Tel: 01246 242490

SECTION A: GENERAL INFORMATION

1) Address of property for which claim is being made

2) Name of Organisation

3) Contact name and address of Organisation

4) What are the main purposes of the organisation?

5) What are the premises used for?

SECTION B AIMS AND ONJECTIVES OF THE ORGANISATION

6) The corporate aims of Bolsover District Council are shown below. Please tick any that you think your organisation also satisfies:

• Community Safety: ensuring that communities are safe and secure

• Environment: promoting and enhancing a clean and sustainable environment

• Regeneration: developing healthy, prosperous and sustainable communities

• Social Inclusion: promoting fairness, equality and lifelong learning

7) Please give a brief description of how your organisation satisfies these aims. Please continue on a separate sheet if required.

For office use only:

SECTION C: SERVING THE COMMUNITY

8) Is membership open to all sections of the community? Yes No

9) How many members does the organisation have?

10) How many members live within Bolsover district?

For office use only:

SECTION D: COMMUNITY SPIRIT/ INVOLVEMENT

11) Is the organisation affiliated to a local body? Yes No

12) Is the organisation affiliated to a national body? Yes No

13) Is at least 50 per cent of the organisation funded locally? Yes No

14) Is the service wholly/ partly delivered by volunteers? Yes No

15) Number of staff in paid employment:

16) Number of volunteers:

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SECTION E: FINANCIAL MATTERS

17) Please complete the statement of Income and Expenditure below for your **locally** based financial activity.

Statement of Income and Expenditure

INCOME	£
Bar Takings	
Other Sales	
Membership Fees	
Fund Raising	
Lettings	
Grants etc	
Other	
TOTAL	
EXPENSES	
Stock (supplies for sales)	
Employee Expenses	
Premises - Utilities	
Repairs and Maintenance	
Other	
Donations - Local	
National	
TOTAL	

18) Are the accounts audited or independently examined and presented to an organising committee for approval? Yes No

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19) In general, the maximum amount of discretionary relief that can be awarded is 80 per cent. In order to receive additional discretionary relief of up to 20 per cent, you must demonstrate that the service you provide saves the Council an equivalent, or greater amount, of money. Please provide your statement/ details below and overleaf. Continue on a separate sheet if required.

19) continued

For office use only:

SECTION F: AUTHORISATION

20) Signed

Date

Print name

Position held

Contact telephone

For office use only		
<u>Number of points</u>	<u>% Discretionary Relief</u>	<u>Authorised</u>