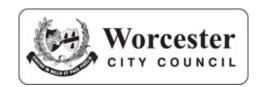
APPLICATION FOR MANDATORY AND DISCRETIONARY RATE RELIEF



www.worcester.gov.uk PO Box 11, Pershore, Worcs, WR10 1PU

Please tick the relevant boxes and complete the form using **BLACK INK**.

Name and address of organisation claiming reli	ief: Property the relief is being claimed for:
Account Reference:	
Property Reference:	
can apply for a further 20% Discretionary RCharity shops are eligible for 80% Mandato	Amateur Sports Clubs are eligible for 80% Mandatory Relief and Relief ory Relief and can also apply for 20% Discretionary relief. rofit' organisations can apply for Discretionary Rate relief of up
Section 1: Which relief are you claiming	g? Please tick
80% Mandatory Relief as a charitable organisation	or Community Amateur Sports Club (CASC) and/or
Discretionary Relief as a charitable organisation, Ca	ASC or other 'not for profit' organisation
Section 2: Your Organisation	
a) Name of organisation:	
b) Is the organisation registered as a charity of	or CASC? (Please tick one box only)
No Exempt	
If exempt from registration, please give reason why	<i>r</i> :
Excepted Title of Excepting 0	Order (if known)
Treated like a charity for tax purposes by The Inlan	nd Revenue
c) Is the organisation established or conducte	ed for profit?
Yes □ No □ If NO n	lease provide documentary proof

d) 	What are your organisation's main purposes and objectives?					
e)	What is the property used for?					
f)	Is the organisation established to operate a village hall or a recognised youth association? e.g the Scouts or Guides:					
	Yes If YES, go straight to Section 5. No If NO, please continue completing this form.					
<u>Sect</u>	ion 3: Charity Shops only					
a)	What percentage of sales are attributable to donated goods?					
b)	What percentage of sales is used to support the objectives of the charity					
Sect	ion 4: Membership details					
a)	What proportion of members, volunteers or staff members live in the Worcester area?					
	Less than 1/3 □ Between 1/3 to 2/3 □ Over 2/3 □					
b)	What proportion of members, volunteers or staff members participate in the activities of the organisation?					
	Less than 1/3 □ Between 1/3 to 2/3 □ Over 2/3 □					
c)	Are there any restrictions on membership or use of the services you offer, or is there open access to all members of the community?					
	Total restriction □ Limited restriction □ No restriction □					
Pleas	e explain any restrictions on membership or use:					
d)	Does the organisation actively encourage membership from particular groups; for example young people older people, disabled people, ethnic minorities or unemployed people?					
	No encouragement □ Some encouragement □ Major encouragement □					
	e explain what steps, if any, the organisation takes to encourage membership from the above mentioned s and provide proof of this where possible.					

e)	Does your organisation have an equal opportunities policy? If so please summarise it						
	Are any membership	food related to re	mombor's ability to nav	2			
f)	Are any membership fees related to member's ability to pay? Yes If YES, please provide proof of any reduced membership fees.						
	Yes No		5, piease provide pro	of of any reduced	i membership lees.		
Sec	tion <u>5</u> : Activities ar	nd Facilities					
a) Pl	ease briefly describe the	e main activity of	the organisation and th	ne services it offers.			
b)	Does the organisation provide education, training or coaching facilities in order to develop the skills of the members, volunteers or staff members?						
			Lir Su	o training nited training obstantial training ajor training policy			
Pleas	se briefly describe the or	ganisation's edu	ucation, training or coad	ching programme.			
c)	Are the facilities available to non-members and other organisations at reasonable hire rates?						
	Members only □	Othe	er organisations □	Anyone			
If the	e facilities are available	for use by non	n-members, please pr	ovide proof of this	5.		
d)	Do the organisation's provide similar faciliti		tly relieve, enhance or	supplement Worce	ster City Council's need to		
	Yes 🗆	No					
If YE	S, please state the rease	ons for this and r	provide proof where p	oossible			
e)	Does the organisatio	n have a bar on	the premises?				
	Yes □	No					

Sect	on 6: Funding						
a)	Does the organisation undertake any fund raising activities to finance its expenses?	the organisation undertake any fund raising activities to finance its expenses?					
	No fund raising Minor fund raising Major fund raising						
Pleas poss	provide details of any fund raising activities or any grant aid received and provide proof of le.	this where					
	on 7: Please provide the following documents to support your application						
		Enclosed:					
1. 2. 3. 4. 5. 6.	A copy of the registration certificate providing charitable status (if applicable) A copy of the constitution/rules for the organisation A copy of the memorandum/articles of association Copies of membership application forms, scale of fees and publicity material (as applicable Any other proof required as detailed in Section 2 through to Section 4 Copies of audited accounts for the past 2 financial years Declaration						
is tru sure ackn infori be m	re that to the best of my knowledge and belief, all the information I have given on the and complete in all respects. I am willing for the council to make any enquiries they be information is true. I undertake to notify the council as soon as these circumstant will will be that failure to do so could result in a penalty being imposed. I understand the ation given on the form may be used in connection with the administration of benefits ched against data held by this and other local authorities and any other benefits, gressyou may have applied for.	wish to make es change. I at the ss. It may also					
Signa	ure: Date:						
Full I	me:						
Addr	ss:						
	Post Code:						
Capa	ty in which signed:						
Dayti	e telephone number:						

E-mail address: