

NNDR – APPLICATION FOR MANDATORY RELIEF FOR CHARITIES AND COMMUNITY AMATEUR SPORTS CLUBS



Please fill in this form and return it to: Rother District Council, Post Handling Service, P.O Box 10665, Nottingham, NG6 6DZ

Telephone: (01424) 787000 Fax: (01424) 787755

E-mail: revenuesandbenefits@rother.gov.uk

Web: www.rother.gov.uk

Applicant(s): Correspondence Address: Telephone: Email:	Account Number: Property address this form relates to:
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1. Name of organisation:

2. If a **registered charity** please Give charity or CASC number:

3. If **exempt from charity registration**, please give the reason and provide proof:

4. What are the main objectives or activities of the organisation?

5. Is the property **empty** or **occupied?**

6 a) What is the property [going to be] used for?

6. b) If the property is used as a charity shop, are the goods sold:
Donated **New** **Mixture of both**

If mixture of both, please give percentage of **donated** stock: %

7. If the property is used by any other organisation then please give details below:

Declaration: I confirm that the above particulars are correct to the best of my knowledge and belief and understand it is a criminal offence for a ratepayer to give false information when making an application for relief:

Signed Date / /

Printed name

Capacity of person signing

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When a non-domestic property is occupied by a charity or a Community Amateur Sports Club it may qualify for 80% mandatory charitable relief.

Charities

With regard to **occupied property**, two requirements must be met:

- a) the ratepayer must be a charity or trustees for a charity; and
- b) the hereditament must be wholly or mainly used for charitable purposes (whether of that charity or of that and other charities).

In relation to **unoccupied property**, two requirements must be met:

- a) the ratepayer must be a charity or trustees for a charity; and
- b) it must appear that when next in use the hereditament will be wholly or mainly used for charitable purposes (whether of that charity or of that and other charities).

Evidence required

If you are an exempt charity we would require a letter from Inland Revenue saying you are entitled to an exemption from taxes under the provisions of section 505 of the Income and Corporation Taxes Act 1988. Please send this evidence in with your application.

Community Amateur Sports Clubs

Two requirements must be met:

- a) the rate payer must be registered as a Community Amateur Sports Club under the Corporation Tax Act 2010; and
- b) the hereditament must be wholly or mainly used for the purposes of the club itself, or for the purposes of the club and other Community Amateur Sports Clubs.

Ongoing entitlement

Once entitlement is established, relief will continue from year to year without re-application but a check will be made from time to time to confirm the above conditions are still met.

Any change in entitlement to this relief must be notified to the Business Rates team within 28 days. New occupiers will need to make their own application.

This information can be made available in large print, Braille, audio/CD or in another language upon request.

Please telephone: 01424 787000 or

Email: revenuesandbenefits@rother.gov.uk

Data Protection Act – How we collect and use the information you give us.

We must protect the public funds we handle and so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information, for the same purposes, with other organisations which handle public funds.