

Application for Mandatory and / or Discretionary Business Rate Relief

Date of application:	
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Account reference number:	
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Organisation name:	
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Address:	
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Telephone number:		Fax number:	
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Please indicate:	Registered Charity number:
	Registered Friendly Society number:
	Community Amateur Sports Clubs number:

Main objectives and purposes of the institute or organisation:

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Please indicate your institution or organisation type:

Charity Shop

Percentage of total sales:	Goods donated represents:	% of sales
	Proceeds use for charitable purposes:	% of sales

Club or Society

Is membership open to the whole community?

Yes

No

Are particular groups in the community encouraged to join? If yes, please explain:

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Aided School

Is membership open to the whole community?

Yes

No

Are particular groups in the community encouraged to join? If yes, please explain:

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Signature of ratepayer or person authorised to sign on behalf of the ratepayer:

Name:		Position:	
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Signature:		Date:	
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Important

- the business rates remain payable while the application is being processed
- once the application has been processed, any change in your circumstances could affect your entitlement and you have a legal duty to tell us within 21 days of any such change
- failure to tell us of changes could result in a penalty charge
- rate relief is subject to periodic review

A copy of the accounts for the last financial year, together with estimates for the current year must be returned with this application, together with a copy of the institution or organisation constitution and rules (if applicable).

Please return this form to the Revenues & Benefits department of your local Wiltshire Council office:

North	South	East	West
Wiltshire Council Monkton Park Chippenham Wiltshire SN15 1ER	Wiltshire Council 27-29 Milford Street Salisbury Wiltshire SP1 2AP	Wiltshire Council Browfort Bath Road Devizes Wiltshire SN10 2AT	Wiltshire Council Bradley Road Trowbridge Wiltshire BA14 0RD
Tel: 01249 706276	Tel: 01722 434550	Tel: 01380 734730	Tel: 01225 770342

Data Protection Statement

Your personal information will be held and used in accordance with the requirements of the Data Protection Act 1998.

This Authority is under a duty to protect the public funds that it administers and, to this end, may use the information you have provided on this form within this Authority for the prevention and detection of fraud. It may also share this information with other bodies administering or in receipt of public funds, solely for these purposes.