

Application Form for discretionary relief in respect of the National Non-Domestic Rate

Business Rate Account Number:

Applicants are advised to read the policy notes that accompany this claim form before making an application to ensure that they meet the policy criteria.

You are advised that Business Rates remain due and payable until a claim for Discretionary Rate Relief is heard.

What is the full name of the charity or organisation?

What is the address for which relief is being claimed?

What is the charity registration number (if you are applying as a charity)?

What are the principal objectives of the charity or organisation?

What are the purposes for which the building in question is used?

Is the charity or organisation affiliated to a local or national organisation?

Yes/No

If yes, please give details:

How does the charity or organisation support Barnet's corporate priorities?

Does the charity or organisation provide facilities that satisfy a local need or which indirectly relieve the Council from the need to do so, or supplement those that it does provide, and if so how?

Is the charity or organisation national or local (i.e. operating mainly within Barnet and mainly for Barnet residents)?

Is the membership drawn mainly from Barnet residents? Please detail below:

Please give details of annual membership subscription rates below:

Are members paid to participate? Please detail below:

Is membership open to all sections of the community? If not, please give reasons below:

Is membership actively encouraged from particular groups in the community? If so, give examples:

Are facilities made available to non-members and if so, for what reasons?

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Does the charity or organisation provide training or education or schemes for its members or encourage participation from particular groups in the community, such as young people, the elderly, the disabled, minority groups etc? Yes/No
If yes, please give examples below:

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Have the facilities available been provided by self help or grant aid? If grant aided, please state from whom, the amounts and dates if within the last 12 months:

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Does the charity or organisation run a bar? Yes/No
If so, please provide copies of the latest audited accounts.

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How does the charity or organisation predominantly serve the needs of residents of Barnet?

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How does the charity or organisation contribute to the area and provide benefits to the local community?

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What are the (other) sources of income for the charity or organisation?

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Have you any other information to support your application? If so, please provide details below or attach to this application:

To enable your application to be considered the following must also be included with the application;

- 1) Copy of the Memorandum and Articles of Association or Rules of Association**
- 2) Copies of the audited accounts and balance sheets for the last 2 years.**
- 3) Supporting evidence, such as literature, training plans etc.**

I confirm that the information given above is correct to the best of my knowledge.

Signed.....

Date..... Phone No.....

Email.....

Name.....

Position in organisation.....

Data Protection

Data Protection Statement: Barnet Council has a duty to protect the public funds it administers and may use the information you have provided for the prevention and detection of crime. We may also share information with other Council departments or external organisations in order to undertake our functions as a local authority. We will always comply with the requirements of the Data Protection Act 1998 and never give information about you to anyone else, or use information for another purpose unless the law allows us. If you want to know more about how your information is used visit www.barnet.gov.uk/privacy.

Please forward the completed form along with supporting evidence to:

London Borough of Barnet, PO Box 2016, Pershore WR10 9BH

Tel: 020 8359 2735 **Fax:** 0208 315 2258

Email: businessrates@barnet.gov.uk

Barnet Online: www.barnet.gov.uk