

APPLICATION FOR CHARITABLE RATE RELIEF

PRIVATE & CONFIDENTIAL

Our Ref:
Telephone: 01452 396 396
Email: BR@gloucester.gov.uk
Website www.gloucester.gov.uk
Date:

Dear Sir/Madam

Description:
Property Ref:
Rateable Value:

Rate relief of 80% is available to charities or trustees of a charity where the property they occupy is used wholly or mainly for charitable purposes.

To apply please complete this form and return it to Br@gloucester.gov.uk
Please include your ten digit business rates reference number and the word 'reference' in the subject line of your email, for example, 'reference [your ten digit business rate account number]'. This will ensure that your email is directed to the correct team.

What you will need to know about Charitable Rate Relief

Charitable Rate Relief of 80% can be given provided the following criteria are met:

1. Occupied Properties

The property must be occupied by a charity or trustees of a charity, and wholly or mainly used for charitable purposes.

Unoccupied Properties

Where properties are unoccupied, but the future intention is that it will be used for charitable purposes, then again relief may be given.

2. A 'Charity' is defined as follows:

“An institution or other organisation established for charitable purposes only or any persons administering a trust established for charitable purposes only”.

3. Registration under the Charities Act 1960 is conclusive evidence of charitable status. Organisations which are exempt from the 1960 Act, are also eligible for relief.

Discretionary Rate Relief

The City Council has a policy on awarding Discretionary Rate Relief. Normally, we award the 80% Charitable Rate Relief we will not give the remaining 20% of rates payable under our discretionary policy. We will, however, consider each case on the merits of the application.

Please complete the following information:

1. Full name of organisation

2. Address of organisation

3. Address of property application is for
(If different to above)

4. The name of the occupier

5. For what purpose is the property being used?

6. Please state the main objectives of the organisation and supply a copy of them with this application

7. Is the organisation established or conducted for profit? Yes No

8. Is the organisation a registered charity? Yes No

Please give the registered charity number *(if applicable)*

9. Is the organisation recognised as a charity income tax purposes?

10. If the property is a Charity shop, please state whether the goods sold in the shop are donated?

DECLARATION

I confirm that the information supplied is true and correct and that I am authorised to make this application.

NameSignature

CapacityContact Tel no

Date

Please return this form to Br@gloucester.gov.uk or Gloucester City Council, Eastgate Management Suite, Eastgate Street, Gloucester, GL1 1PA

Thank you for your co-operation