



**Hertsmere
Borough
Council**

Revenues Department
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**INFORMATION TO BE SUPPLIED BY CHARITABLE & OTHER ORGANISATIONS
SEEKING RELIEF FROM RATES IN ACCORDANCE WITH SECTIONS 43,45 & 47
OF THE LOCAL GOVERNMENT FINANCE ACT 1988**

1. NAME OR TITLE OF THE ORGANISATION :

2. DETAILS OF THE PREMISES FOR WHICH RELIEF IS SOUGHT:

(a) Description :

(b) Situation (Address) :

(c) Purpose for which they are used :

**(d) Are they used for any purpose other than those of the organisation? : YES/NO
Details:**

3. PARTICULARS OF THE CONSTITUTION & ACTIVITIES OF THE ORGANISATION:

(a) How was it established?

(b) When was it established?

(c) What are it's purposes?

(d) To what extent are these purposes fixed by the Constitution?

(e) What is the nature of the services performed or activities carried out?

(f) To what extent are the membership & benefits available to the general public?

(g) Is it registered with the Charity Commissions of the Ministry of Education?

Registration Number:

(h) If exempt from registration please state reasons :

(i) Is it recognised as a charity for Income Tax purposes?

4. NATURE OF RELIEF CLAIMED

(a) Mandatory under Sections 43 & 45 YES/NO

(b) Discretionary under Section 47 *YES/NO

If you think you qualify for (b) then please state the benefits(s) provided:

* If this answer is yes, then a copy of the latest audited accounts and balance sheet, as well as a copy of the Constitution, Memorandum and Articles should be provided.

5. NAME AND ADDRESS OF THE SECRETARY OR OTHER OFFICER OR AGENT :

I HEREBY CERTIFY that the particulars given above are correct to the best of my knowledge and belief, and that the organisation to which they refer is not established or conducted for profit.

Signature

Capacity in which signed

Date

FOR OFFICIAL USE ONLY

Acc No:

	Mandatory	Discretionary Top Up	Discretionary	Checked	Authorised
Applied	80%	10%	50%		
	Yes/No	Yes/No	Yes/No		
Granted	Yes/No	Yes/No	Yes/No		