



Application for Non-Domestic Rate Relief for Non-Profit Organisations (Discretionary)

Please complete all sections and return to:

Business Rates Section
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG

Tel (0115) 915 4819
Email businessrates@nottinghamcity.gov.uk

For Office Use

Account number	
Date of Issue	

1. Name of the organisation	
2. Address of the property concerned	
3. Is the organisation established or conducted for profit?	Yes / No
4. Roughly what percentage of membership or users live within Nottingham City boundaries?	
5. What membership concessions are offered?	
6. What, if any, are the cost and restrictions on membership or use of services?	
7. Do you provide any training courses?	Yes / No
8. If yes, what courses are offered? Are these available to members only, affiliated members or everyone?	

9. What benefits do the organisations objectives offer to citizens of Nottingham City? Are you facilities available to citizens outside of membership?	
10. Are there any bar facilities on the premises?	Yes/No
11. For what purposes is the property used?	
12. If the property is a charity shop, what percentage of the good for sale have been donated?	
13. Is the property used for any other purposes, other than those of the organisation? Please give details if so.	

Signed _____ Telephone Number

Capacity in which signed _____ Date

Important

If discretionary relief is awarded, it can be up to 100% dependant upon certain criteria being met.

All applications for discretionary relief must be accompanied by the following documents,

- 1 A copy of the latest audited accounts.
- 2 A copy of the organisations memorandum and articles of association or its constitution and rules.