



Business Rates Application for Rate Relief

Account Number	

Name of organisation	
Address of property you are applying for rate relief for	
What is this property mainly used for? Is it used for any other purposes? Please give details	Details:
Is the property used for the sale of goods? If so, are the goods donated, and what are the proceeds of sale used for? Please give details.	Yes/No Details:
Is the property occupied by the 'trading arm' of the charity? If so, what is the name of the 'trading arm'?	Yes/No Name:
Is your organisation the sole provider of your service in the local area? If not, please give details of other organisations providing the service.	Yes/No Details:
Are you a registered charity or Community Amateur Sports Club? (If yes, please provide a copy of your registration document).	Yes/No Registration Number:
What are the main objectives/purposes of your organisation? (if possible, please provide a copy of your constitution or rules) How do these complement the Council's objectives? (see https://www.gravesham.gov.uk/home/about-the-council/policies-strategies-open-data/corporate-plan)	

Please give details of membership (numbers, fees). Is the number limited?	
Is your organisation established or conducted for profit? (Please provide your latest set of audited accounts)	Yes/No
Has your organisation received help from Lottery Funds, any local authorities, Sports or Arts Councils, or other similar bodies?	Yes/No
If yes, please give details of the amount of each grant and the purpose it was used for.	Amount and purpose:

Details of person completing this form	
Name	<input type="text"/>
Position in organisation	<input type="text"/>
Telephone Number	<input type="text"/>
Email address	<input type="text"/>
Postal address	<input type="text"/>

Declaration	
I declare that the information I have given is true and accurate to the best of my knowledge and belief.	
Full Name (block letters)	<input type="text"/>
Signed	Date



When completed, please return to:

**Business Rates
Gravesham Borough Council
Civic Centre
Windmill Street
GRAVESEND
Kent
DA12 1AU**



HOW TO CONTACT US

Phone: 01474 337564
Lines open: 8:30am to 5:00pm
Monday to Friday

Email: rates@gravesham.gov.uk