

CAMBRIDGE CITY COUNCIL
Mandela House
4 Regent Street
Cambridge
CB2 1BY

Direct Dial 01223 457705/6
E-mail: businessrates@cambridge.gov.uk



NON DOMESTIC RATES

APPLICATION FOR MANDATORY CHARITABLE RELIEF

(Section 47&48 The Local Government Finance Act 1988)

Account Number		Property Reference:
Name of Organisation		
Address of premises for which relief is sought.		
Please complete all remaining sections of this form		
Description of property eg Hall, Office, Workshop		
Charity registration number		
<i>NB: If the organisation is not a registered charity it may still qualify for relief, in this instance please enclose a copy of the Constitution and a copy of the latest available accounts</i>		
Purpose for which the premises is used. Include brief description of services performed or activities carried out. Please also indicate to what extent are the membership and benefits available to the general public.		
Are the premises used for any purpose other than those of the organisation? If so please give details.		

<p>If the property is currently unoccupied please indicate whether:</p> <ol style="list-style-type: none"> 1. Your organisation was the last occupier, 2. Your organisation intends to be the next occupier, and 3. Your organisation owns or rents the property. 	
--	--

<p>Please give the name and address and contact numbers of the person to whom future correspondence should be addressed.</p>	Name & Address	
	Telephone number	
	Fax number	
	E-mail address	

<p>Declaration:</p> <p>I certify that to the best of my knowledge and belief that the information given on this application is correct.</p> <p>Signature _____ Date _____</p> <p>Please print name _____</p> <p>Position in organisation _____</p> <p><small>(this declaration should be made by the Secretary, Chairman or other authorised officer or the organisation)</small></p>
--

Please complete and return this form as soon as possible to:-

**The Business Rates Section
Cambridge City Council
Mandela House
4 Regent Street
Cambridge
CB2 1BY**

Office use only

Date Application Approved

Signature