



Property No

Name

Address

.....

.....

..... Postcode

Reference Number

Issue Date

Return By Date

Business Rates

Application for Mandatory and/or Discretionary Relief

For Your Information

Mandatory and/or Discretionary Relief may be awarded if the premises are occupied for the purpose of organisations which are not established or conducted for profit, and whose main objects are charitable or are otherwise philanthropic or religious, or concerned with education, social welfare, science, literature or the fine arts.

Any decisions made regarding your application will be in accordance with the Non Domestic Rates Local Government (Financial Provisions etc) (Scotland) Act 1962

Name and address of organisation claiming relief:

.....

.....

..... Postcode.....

Address of property (as on Rates Bill) for which relief is claimed.....

.....

.....

Is the property occupied by a charity?YES / NO

If yes, please enclose a copy of the charity recognition letter issued by the Inland Revenue, a copy of the Constitution or Articles of Memorandum and Association and a copy of the latest set of audited accounts).

Is the property occupied by a non-profit making organisation which is not a registered charity?YES / NO

Please give a detailed description of the use of the property.....

If the property is run as a charity shop what percentage of your stock is purchased **new** each year for reselling?

Please give details of the new stock that you sell.....

Do you receive any funding from the Scottish Executive?.....YES / NO
if yes, how much funding do you receive per year?

Do you receive any funding from Aberdeenshire Council?.....YES / NO
if yes, how much funding do you receive per year?

Do you receive any funding from any other Government Organisation?.....YES / NO
if yes, how much funding do you receive per year?

Please give name and address of organisation.....

Please use the space below for any additional information in support of this application.....

DECLARATION BY APPLICANT

I declare that the information I have given on this form is correct and complete to the best of my knowledge. I will undertake to inform the Council of any change in our circumstances as soon as the change occurs. I authorise the Council to make any necessary enquiries to verify the information given on this form.

Signature Date

Print name Telephone No.

Email Mobile Telephone No.

Position within the organisation.....

Any information you provide will be used and retained on computer by this Authority, and will be shared with other government bodies, in accordance with the Data Protection Act 1998.

Please return this form to your Business Rates Office:

Grampian House
88 Commerce Street
Fraserburgh
AB43 9LP

Telephone: 01346 519512

Email: business.rates@aberdeenshire.gov.uk