

# Business Rates

## Mandatory/Charitable Rate Relief

Telephone number: 0191 561 1850  
Email: [business.rates@sunderland.gov.uk](mailto:business.rates@sunderland.gov.uk)



Please complete and return this form to apply for relief. See the reverse of this form for explanatory notes.

<b>Name of organisation:</b>
<b>Correspondence address:</b>

<b>Address that your application refers to:</b>
---

<b>Account number:</b>
------------------------

<b>What is your registration number with the charity commissioners?</b>
---

<b>What is the property used for?</b>
---------------------------------------

Is the property used by any organisation other than yourself? Yes  No   
Is the property used wholly or mainly for charitable purposes? Yes  No

**If the property is used as a shop please complete the following:**

Is the property used for the sale of donated goods? Yes  No   
Is the property used for the sale of goods bought in? Yes  No

**If the property is used for both the sale of donated goods and goods bought in please answer the following:**

What percentage of the goods displayed in the shop are donated goods?  %  
What percentage of turnover relates to donated goods?  %  
What percentage of the sales space is devoted to donated goods?  %  
Do you consider the sale of donated goods to be the most important part of the business? Yes  No

Name of contact person:	Telephone number:
Email address:	

<b>Signed:</b>	<b>Capacity:</b>	<b>Date:</b>
----------------	------------------	--------------

I certify that to the best of my knowledge, the above information is correct and I undertake to advise the council of any change of circumstances that may affect the organisation's eligibility for relief.

Please return this form to: Business Rates, Sunderland City Council, City Hall, Plater Way, Sunderland SR1 3AA

If you have any queries with regard to this form please contact the Business Rate Section at the above address or on 0191 561 1850, or by email: [business.rates@sunderland.gov.uk](mailto:business.rates@sunderland.gov.uk)

# Explanatory Notes

## Charitable or Mandatory Rate Relief

Mandatory or Charitable Rate Relief is applicable to an organisation which is a charity (or trustees of a charity) that occupies a non-domestic property, which is used wholly or mainly for the purposes of that charity. The relief is set at 80% of the full Business Rates charge.

To qualify for this relief the organisation would normally be a registered charity, so when you make your application please ensure that you quote your registration number, or clearly state the reasons why you have chosen not to register. The council also has the discretion to remit all or part of the remaining 20% of a charity's bill.

This discretionary power also allows the council to remit all or part of any rate bill for property occupied by certain bodies not established or conducted for profit. In addition to applying for Charitable Rate Relief you may also wish to complete a form for Discretionary Rate Relief. Please contact the Business Rates Section on 0191 561 1850 to request a form.