

Business Rates

Discretionary Rate Relief for non-profit making organisations

Telephone number: 0191 561 1850
Email: business.rates@sunderland.gov.uk



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

Name of organisation: Correspondence address:	Address that your application refers to:
--	---

Account number:

- Is membership open to all sections of the community? Yes No
- Does the organisation provide training or education for its members? Yes No
- Are the facilities made available to persons other than members e.g. schools? Yes No
- Does the organisation run a bar on any of its premises? Yes No
- Is the membership drawn mainly from the local community? Yes No
- Is the organisation established or conducted for profit? Yes No
- Is the organisation a member of any local or national body? Yes No

If yes, which body?

What are the level of fees?	Is this annual, monthly or per session?
-----------------------------	---

What is the property used for?

Is the property used by any organisation other than yourself? Yes No

Please provide a copy of the organisation's Articles of Association or Rules of Association, and a copy of the last two sets of audited accounts and balance sheets.

Name of contact person:	Telephone number:
Email address:	

Signed:	Capacity:	Date:
----------------	------------------	--------------

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

Explanatory Notes

Discretionary Rate Relief For Non-Profit Making Organisations

This relief is given at the discretion of the council and relates to organisations which are not established or conducted for profit. This relief can extend up to 100% of the business rates calculated. When you make your application please provide a copy of your constitution (memorandum of association) and two years audited accounts so the council can consider this. These should be submitted with this application form. Additionally, if you are a charitable organisation you may be entitled to Mandatory/Charitable Rate Relief. If this is the case please contact the Business Rates Section on 0191 561 1850 to request a form.

To assist in determining entitlement to Discretionary Rate Relief Sunderland City Council have a general scheme.

Type of organisation	Where in receipt of Charitable Relief amount of discretionary relief	Where not in receipt of Mandatory Relief amount of discretionary relief
Philanthropic organisations that are community based and in particular support one off projects that provide relief from distress.	10%	80%
Religious organisations that promote an understanding of religion that leads to a greater tolerance of religious differences within the community.	10%	80%
Educational organisations that promote community based projects that provide educational support or training.	10%	80%
Social Welfare organisations such as community associations, etc.	10%	80%
Scientific organisations that support community based projects that promote an awareness of science, etc.	10%	80%
Literature e.g. community based projects that promote an awareness of Literature which includes spoken word, Theatre, etc particularly of works of an acknowledged critical merit.	10%	80%
Fine Arts e.g. community based projects that promote an awareness of Fine Arts which includes Artists Studios, Music Practice Rooms etc.	10%	80%
Recreational community based clubs or societies e.g. youth clubs, boy scouts, girl guides, amateur sports clubs, etc.	10%	80%

This amount may be adjusted in the following cases:

Reason for reduction in Discretionary Relief	Value of reduction
Have a bar on the premises.	40%
Have a gaming machine on the premises.	40%
Have income from a 'commercial' venture e.g. shop.	20%
Have restrictive fees	80%
Have restrictive membership	80%
Reasons for increasing the amount of relief	
Active encouragement of certain groups	10%
Affiliated to local or national organisations	10%
More than 50% drawn locally	10%
Organisations which provide a service that would otherwise be provided by the council on a mandatory basis e.g. voluntary aided schools, National Trust etc.	20%
Organisations which provide a service that would otherwise be provided by the council on a discretionary basis.	10%

Every application for discretionary rate relief is considered on an individual basis. Any relief awarded will be reviewed annually.