

## Charity Shops

### Application for Mandatory and/or Discretionary Rate Relief

Account Reference: .....

Address of property for which relief is sought:

.....  
.....  
.....

1. Organisation claiming relief:.....

2. Address for communication (if different from above):

.....  
.....

3. Main objectives and purposes of organisation:

.....  
.....

4. Is the organisation registered with the Charity Commissioners?

YES/NO

If "YES" please enter details of Registration Certificate No:

.....

If "NO" please state if there is exemption from the need to register or give evidence of charitable status:

.....  
.....

5. Description of goods sold in the premises:

.....  
.....

6. Please complete the percentage of total sales for the following:

A) Goods donated represents .....% of total sales

B) Goods purchased represents .....% of total sales

C) Goods manufactured represents .....% of total sales

**Charity Shops**  
**Application for Mandatory and/or Discretionary Rate Relief (cont'd)**

Account Reference:.....

Property Address: .....

7. What proportion of sale proceeds are used for charitable purposes? .....%

8. Name the charity/charities who benefit?

.....  
.....

9. Are the premises used for any purpose other than the sale of goods?      YES/NO

I certify that the above particulars are correct and to the best of my knowledge.

Signed: .....

Name: .....

Address: .....

Capacity in which signed: .....

Date: .....

**Please return this form with copies of your last 2 years accounts (ie balance sheets and income and expenditure accounts)**

Please return to:

Revenues Department, West Wiltshire District Council, Bradley Road, Trowbridge,  
Wiltshire BA14 0RD