



**National Non Domestic Rates  
Application for  
DISCRETIONARY RATE RELIEF**

Local Government Finance Act 1988 Section 47(2) (b) & (c)

**IMPORTANT - PLEASE READ**

From 1<sup>st</sup> April 2004, if your club is registered as a Community Amateur Sports Club (CASC) with the Inland Revenue, you will automatically qualify for 80% mandatory rate relief.

**If you have registered as a Community Amateur Sports Club, you will automatically qualify for 80% rate relief. There is no need to fill in the rest of this form. Please tick the 'yes' box below and send the form back to us, together with a copy of your confirmation of CASC status.**

Please tick here if your club is registered as a Community Amateur Sports Club (CASC)

☐

**If you have not registered, or are waiting for the outcome of your application, you still need to complete the rest of this form to apply for discretionary relief.**

If you would like further information about Community Amateur Sports Clubs, please see the dedicated website ([www.inlandrevenue.gov.uk/casc/index.htm](http://www.inlandrevenue.gov.uk/casc/index.htm)) or contact the Business Rates Team.

Name and address of organisation:

Correspondence address of organisation (if different from above):

Rate Account Number:

**All clubs should complete pages 1, 2 & 3 of this form to apply for the 50% discretionary rate relief, then sign the back page. For those clubs with CASC Status wishing to apply for the additional 20% 'Top Up' relief, please complete all pages of the form.**

Contact Telephone Number:

Contact Officer:

Please state briefly the aims and objectives of your organisation:

## Membership Details

Is membership open to all members of the community?

Yes

☐

No

☐

If not, what restrictions apply?

Number of members

Number of members who are Stockport residents

Number of social members

Number of sports playing members

Number of members who are less than 18 years of age

Number of members who consider themselves disabled

Number of members over 60 years of age

Number of members from ethnic minorities

How do you encourage membership from 'target groups', eg young people, the disabled, the elderly, ethnic minorities etc.?

### Membership classes and fees payable

| Class | Fee |
|-------|-----|
|       |     |
|       |     |
|       |     |
|       |     |
|       |     |
|       |     |
|       |     |

If your organisation has a special fee structure (eg discounts, concessions) which encourages membership from the 'target groups' mentioned above, please give details:

How else do you encourage membership from the target groups shown?

### Other information

Are you affiliated to any local or national organisations?

Yes

☐

No

☐

If yes, please give details of the organisation(s). If no, please give reason why:

Are non-members (eg schools) allowed to use your facilities?

Yes

☐

No

☐

If so, please explain how often, and under what circumstances:

**Please ensure you have enclosed a copy of your club's constitution and latest annual accounts to support your application.**

I certify that the information given on this form is correct to the best of my knowledge.

Signature

Position in organisation

Date

Telephone number

Email Address

Please return your completed form(s) to:

**Business Rates Team  
Town Hall  
Stockport  
SK1 3XE**

**Tel: 0161 474 5188**

**Fax: 0161 474 5202**

**Online: [www.stockport.gov.uk/ndrcontactus](http://www.stockport.gov.uk/ndrcontactus)**

| OFFICE USE ONLY             |        |      |                    |  |
|-----------------------------|--------|------|--------------------|--|
| Finance & Property Services |        |      | Sports Development |  |
| % relief granted:           |        |      | Signed             |  |
|                             | Signed | Date |                    |  |
| Granted                     |        |      | Date               |  |
| Input                       |        |      |                    |  |

# **DISCRETIONARY RATE RELIEF**

## **Criteria**

**To qualify for 50% rate relief, your club has to meet the following criteria:**

1. Membership of the organisation must be open to all members of the community, regardless of ability, subject to the physical capacity of the premises.
2. Membership rates must not be such, as in the opinion of the Council, to exclude the general community.
3. Organisations must actively encourage membership from groups such as young people, older age groups, persons with a disability or ethnic minorities, demonstrated by either:
  - a) differential fee structures for such groups; or
  - b) provision of training schemes or education for such groups; or
  - c) a membership which consists of at least 25% of people from such groups.
4. The facilities of the organisation should be made available to people other than members, eg schools, casual public sessions etc., subject to licensing requirements.
5. Organisations must be affiliated to a local or national organisation where one exists.
6. More than 50% of the membership must be Stockport residents.
7. Organisations must provide a copy of their constitution and annual accounts when requested.
8. Organisations that have been granted relief must inform the Council of any change in circumstances which might affect their eligibility for relief.