

**Business Rates**

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Post to:

St Helens Borough Council-Business Rates, PO Box 10592, Nottingham NG6 6DP


**ST HELENS**  
BOROUGH COUNCIL

Issue Date:

### Application for Mandatory Rate Relief for Charities and Similar Organisations

Name of the liable organisation	
Correspondence address for organisation	
Charity Registration Number If exempt from registration / are a charity for tax purposes please state reason & provide evidence	
<b>Address of property for which relief is being claimed.</b> <i>Please use a separate application form for each property.</i>	
<b>Business Rate Account Number :</b>	<b>PRN:</b>
Is the property used wholly or mainly for charitable purposes	Yes <input type="checkbox"/> No <input type="checkbox"/>
For what purpose is the property used? <i>This section must be completed regardless of box ticked above</i>	
If used as a Charity Shop - What percentage of goods are donated? What type of goods are new / bought in? Are the proceeds of sale used for the purposes of the charity?	
Is any part of the property used by outside organisations? <i>If yes, please provide details of use.</i>	
Is the property currently empty? <i>If Yes, please give details of when it will next be in use, and what purpose it will be used for.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Declaration</b> I/we give notice that the above property is/will be occupied by the charity, or by the trustees for the charity, and is/will be wholly or mainly used for charitable purposes.  Signature of the ratepayer, or person authorised to sign on behalf of the ratepayer.  Name _____ Signed _____ Capacity of the person signing _____ Date _____ Daytime Tel: _____ email address _____	

**Return form to: St Helens Council - Business Rates, PO Box 10592, Nottingham NG6 6DP**

The information provided on this form will be processed in accordance with the requirements of Data Protection Legislation.

It will be treated as confidential and used in the assessment and collection of the National Non-Domestic Rate liability. Under the Council's Liability to protect public funds and to detect and prevent fraud, it may be shared with other Council sections and other relevant bodies (including other Authorities, Police, Government Departments) when you have given consent or when allowed to by law.