

Contact: Business Revenues Team
Phone: 0300 300 0202 (Mon to Thurs 8.45am – 4.45pm, Fri 8.45am -3.55pm)
Email: ndr.finit@renfrewshire.gov.uk



	Subject address:
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**Business Rates – Discretionary Relief –
Non Profit Making Organisations – Unlicensed Premises**

In terms of **Section 4 (5) of the Local Government (Financial Provisions) (Scotland) Act 1962**, Local authorities have the discretion to give relief from business rates where a property is used for non-profit making purposes, whether the main objectives are philanthropic, religious, educational, social welfare or concerned with science, literature or the fine arts. Discretionary relief may also be granted to non-profit making sports clubs with premises used wholly or mainly for the purpose of recreation.

Rates reference number	
Name of organisation claiming relief	
Phone	
Email	
Website	

1. Is the property occupied by an organisation where the main objective is one or more of the following: *please tick all that apply.*

- Philanthropic
- Religious
- Educational
- Social Welfare
- Concerned with Science
- Literature
- Fine arts

Please give a brief description of the main use of the property

2. Is the property occupied by a non-profit making sports club YES/NO

3. Is the property used mainly for recreational purposes YES/NO

Please give a brief description of the main use of the property

4. Is membership open to all members of the community YES/NO

5. Is the property for which relief is being claimed licensed to sell alcohol YES/NO

6. Please enclose the following with your application:

- A certified copy of your latest audited accounts
- A copy of the constitution and rules of the organisation

DECLARATION:

I/ We certify that the information supplied on this application is to the best of my knowledge accurate, I/we understand that to deliberately provide false information for monetary gain in relation to this application is a criminal offence.

I/We agree to notify Renfrewshire Council immediately of any changes that may affect the entitlement to this reduction.

Data Protection

The information provided by you on this form will be used to update business rates. The Council may check the information provided by you with other information held. The information may need to be shared with other Council departments to check the accuracy of the information to prevent or detect fraud or crime or to protect public funds. No other disclosures will be made unless the law permits this disclosure.

Name	
Date	
Designation	
Signature	