



Discretionary rate relief application

(clubs and sporting organisations supporting information)

Name of organisation

Membership

Who is eligible for membership?

Are there any restrictions?

Yes No

If you answered yes to the above question, please provide further details.

Does the organisation actively encourage membership from particular groups
- eg young people, women, older age groups,
people with disabilities, ethnic minorities etc?

Yes No

If you answered yes to the above question, please provide further details.

What are the membership fees and charges?

If facilities are made available to non-members (see question 6),
what are the charges?

What proportion of the membership is drawn from people resident in the
Norwich City Council area?

Facilities

Are the facilities made available to non-members – eg schools, casual public sessions?

Yes No

If you answered yes to this question, please provide details.

Please give details of the training/education given to members and any scheme which exists for particular groups to develop skills – eg young people, disabled people, people who have retired.

How has the provision of the facilities been funded?

Assets

Please state what substantial assets are owned by the organisation.

General

Please add any other information you consider relevant (on a separate sheet if necessary).

'De minimis' declaration

European Union law regulates state funded support to businesses and discretionary rate relief is classed as state aid. Under the "De Minimis" regulations, no one company/organisation or sole trader may receive more than €200,000 of state aid in a three year period.

You can find out more about state aid on the government website
<https://www.gov.uk/state-aid>

To apply for discretionary rate relief you should complete the enclosed application form. You must keep a copy of this letter for three years from the date you send in your application.

The award of discretionary rate relief must comply with state aid law and you must complete the declaration on the application form if you have received other state aid. You must confirm that the award of discretionary rate relief does not exceed the €200,000 allowed under the state aid regulations.

You must retain a copy of this letter and application/declaration for a minimum of three years and you must be able to present this to any other public authority or agency asking for information on "De Minimus" aid for the next three years.

You must continue to pay your business rates bill in accordance with the instalments shown on your latest bill whilst you wait for your application to be processed. Once your application has been processed any relief granted will be reflected in the remaining instalments.

I confirm that:

I am authorised to sign on behalf of the company/organisation or sole trader as shown on the application

and

The company/organisation or sole trader as shown on the application shall not exceed its De Minimus threshold by applying for discretionary rate relief on the property shown.

Print name _____ Signed _____

Position in company _____ Date _____



If you require this form in another language or format, eg large print, CD or audio cassette or Braille, please call 0344 980 3333 or email info@norwich.gov.uk