

Application for Business Rates Charity Relief Application

London Borough of Hammersmith & Fulham – Business Rates Section

PO Box 1453, London W6 9UU,

Tel: 020 8753 6681

Web: www.lbhf.gov.uk

Email: businessrates@lbhf.gov.uk

To qualify for the mandatory 80% relief:

1. The ratepayer must be
 - Registered with the charity commission; or
 - An organisation that is specifically exempt from registration with the charity commission; or
 - A sports club that is registered with The Community Amateur Sports Club scheme (CASC); or
 - An academy school
2. The property must be wholly or mainly used for the charitable purposes of that organisation

There is a further 20% discretionary award that can be granted, but Hammersmith and Fulham Council only currently consider discretionary relief for tenants' associations, residents' associations and voluntary-aided schools. Please see our website <https://www.lbhf.gov.uk/business/business-rates/business-rates-reductions/charities> for more information.

If you wish to proceed with your application, please provide the following:

- (A) Your business rate account reference: _____
(the eight-digit number beginning with 3 as shown on your bill)
- (B) The name of the ratepayer _____
- (C) Email address of the ratepayer _____
- (D) Contact telephone number for the ratepayer _____
- (E) Address of the property for which you are applying for charity relief:

- (F) Description of the premises (i.e. a shop, office etc.): _____
- (G) What are the premises used for?: _____

(H) The contact address of the ratepayer _____

(I) The date the ratepayer occupied the property or intends to occupy the property: ____/____/____

(J) Name of the person to contact with _____
whom an inspection can be arranged

(K) What are the aims / purpose of your organisation (continue on a separate sheet if necessary)?

(L) Is the ratepayer a registered charity? (please tick as appropriate)
Yes No if yes, registration no

(M) Is the ratepayer exempt from registration? (please tick as appropriate)
Yes No reason exempt

**It is a criminal offence for a ratepayer to give false information
when making an application for charity relief**

Declaration

I confirm the information provided is to the best of my knowledge, accurate and complete. I understand that the council may check the details given and request additional information. We do not accept applications signed by agents.

Signature _____ Name _____

Capacity of person signing _____ Date ____/____/____

Please e-mail the completed and signed form to businessrates@lbhf.gov.uk or by post to Business Rates Section, Hammersmith & Fulham Council, PO Box 1453, London, W6 9UU

An inspection of the premises will also be required before we can consider granting Charity Relief.