



Business Rates
Revenues
Public Services

4th Floor Laurence House
1 Catford Road, Catford,
London
SE6 4RU

Tel: 020 8314 6150
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APPLICATION FOR DISCRETIONARY RATE RELIEF (DRR) – SECTION 47, LOCAL GOVERNMENT FINANCE ACT 1988

DRR: - The billing authority is empowered to award discretionary relief from rates, under the provisions of Section 47 of the Act, in respect of rates payable on properties solely used for charitable purposes. This relief may be in addition to any mandatory relief awarded to a body qualifying under Section 45.

Lewisham Council has limited budget for awarding discretionary rate relief and so restricts eligibility to certain organisations. Only organisations eligible for mandatory relief (80% relief funded by central government), can be awarded discretionary rate relief. Charity shops and cafes, housing associations, buildings used mainly for worship and bodies operating a restrictive membership policy are not eligible. The budget each year will determine how many applicants are awarded discretionary rate relief; with organisations with a lower rateable value being prioritised. Awards are for one year duration, and organisations must apply on an annual basis. Different arrangements are in place for schools and museums.

Please refer to the Discretionary Rate Relief Policy at <http://www.lewisham.gov.uk/myservices/business/businessrates/business-rates-reductions-and-relief/Pages/default.aspx> for full details of eligibility before completing and submitting your application.

SECTION A:- Organisation seeking relief

Name or Title of Organisation

Business Rates Account Number

Are you already receiving Mandatory Relief? (please tick as appropriate)
Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION B:- Details of property where relief is sought

Address

Description

Is the property used for the purposes of; a charity shop, charity cafe, housing association, worship or promotion of religious belief, or restrictive membership?
(please tick as appropriate)

Yes No

Is the property used for any other purpose? If yes, please give details.

Is the property currently occupied or empty? If occupied, please confirm from what date?

What was the purchase/tenancy date? Please specify & give details of your Landlord if appropriate?

SECTION C:- Particulars of the organisation

Does your organisation primarily benefit Lewisham residents (85% or more of the organisation's beneficiaries must be Lewisham residents)?

Yes No

Does the purpose of your organisation align with the Council's priorities, as set out in the Sustainable Community Strategy?

Yes No

Does your Organisation adhere to the Equality Act 2010?

Yes No

What funding is received?

If funded by London Borough of Lewisham, please give details of Department, Contact Name & Telephone Number.

Is it a registered charity, registered friendly society or Community Amateur Sports Club (CASC)? If yes, please give registration number.

Name, address & telephone number of the secretary or person responsible to whom future correspondence should be addressed?

SECTION D:- Declaration (to be signed by applicants)

I certify to the best of my knowledge and belief the foregoing statements are correct. Should there be any changes which might affect the entitlement of our relief, I will notify the Business Rates section immediately.

Signature:

Name in full, Please print:

Capacity in which signing the form, Please print:

Date:

Once completed please return the application form together with any documents or continuation sheets to: London Borough of Lewisham, Business Rates Section, 4th Floor Laurence House, 1 Catford Road, Catford, London SE6 4RU.

***Please note that the Council may request to see further evidence to support this application.**

If you have any enquiries, please call the Business Rates Section on 020 8314 6150.