



Executive Director of Finance
Martin Booth
BA CPFA MBA

If Visiting:-
45 John Street
Glasgow
G1 1JE

Office Opening Hours:-
Monday to Friday 9.00am - 5.00pm

Email: ndr@fs.glasgow.gov.uk

Website Address: www.glasgow.gov.uk/ndr

Telephone Number:- 0141-287-7333

Phone enquiries: Monday to Friday 9.00am - 4.30pm

Phone payments: Monday to Friday 9.00am - 5.00pm

Postal Address:-
Financial Services
PO Box 36
Glasgow
G1 1JE

Discretionary relief of Rates in terms of Section 4(5) of the Local Government (Financial Provisions Etc.) Act 1962.

Ratepayer name _____

Subject address _____

Postcode _____

Rates reference _____

number Contact name _____

Contact address _____

Contact phone number _____

To apply for Discretionary Relief, complete the application and return to the address noted overleaf.

The Council is under an obligation to manage public funds properly. Accordingly information that you provide will be used to ensure all sums due to the Council are paid timeously. The information may also be used to prevent and detect fraud. It is also possible that this information may be shared for the same purposes with public bodies, including neighbouring Councils or other organisations which handle public funds.

- I/We hereby give notice to Glasgow City Council that the property listed on page is:A (Complete/Delete as applicable)

A CHARITABLE

occupied by the person or organisation named on page 1 which is a charity or trustee(s) for a charity and is wholly or mainly used for the following charitable purposes:

Complete the following if the charity is recognised by the Inland Revenue for Income Tax purposes:

Inspector of Taxes' address _____

Certificate Reference _____

B OF SOCIAL BENEFIT

occupied by the organisation named on page 1 which is not established or conducted for profit and whose main objectives are, and the use made of the property is:

- I. concerned with Education
- II. concerned with Science
- III. concerned with Social Welfare
- IV. concerned with Literature
- V. concerned with the Fine Arts
- VI. otherwise philanthropic

Give brief details of purposes for which the property is used:

C RECREATIONAL / SPORTING

occupied for the purposes of a club, society or other organisation not established for profit, and the property is wholly or mainly used for recreation etc.

Give brief details of purposes for which the property is used:

- Is the property (or any other property associated with the organisation) licensed to sell alcoholic liquor?

- In order that your application is considered you must also supply copies of:
 - (i) the constitution and rules of the organisation
 - (ii) latest audited accounts
 - (iii) a certificate from the inspector of Taxes confirming that your organisation is one which is acknowledged as established for charitable purposes and relief has been given under Income Tax Acts (if available)

- I/We apply for relief of Rates payable in respect of the above property.
 I/We certify that the information provided is correct at the date of signing this form and that I or my successors in the office will notify the Rating authority if:
 - a) there is a change of use
 - b) The organisation or a property associated with it is granted a license to sell alcoholic liquor

Signature _____

Position held _____

Date ____/____/____

Please return this form to:

Glasgow City Council
 Financial Services
 PO Box 36
 Glasgow
 G1 1JE