





**YES**

**NO**

- a) Please select one of the following options which best describes the purpose of the

d) If the premises are used as a charity shop, please detail the approximate percentage of goods which are donated:

%
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e) Argyll and Bute Council is committed to equality, therefore applicants for discretionary relief must have a constitution which demonstrates a commitment to equality and must operate an equal opportunities policy. In order for your application for discretionary relief to be considered, **a copy of the organisations equal opportunities policy must be supplied.**

**SECTION 6 - DECLARATION**

I/We apply for relief of the 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 office will notify the rating authority if:

- a) There is a change in use
- b) The organisation or a property associated with it is granted a license to sell alcoholic liquor.

<b>Signature</b>	
<b>Appointment/Position</b>	
<b>Date</b>	

**SECTION 7 – DOCUMENTARY EVIDENCE**

In order to assess any entitlement to relief, it is essential that you enclose the following with your application:

A copy of the Constitution and rules of the organisation

A copy of the latest set of audited accounts (in the case of a new organisation, an estimate of the first year's income and expenditure)

A copy of the organisations Equal Opportunities Policy (If applying for Discretionary Relief)

**PLEASE RETURN COMPLETED FORM ALONG WITH SUPPORTING DOCUMENTATION TO:**

**Argyll & Bute Council  
Non Domestic Rates Department  
Kintyre House  
Snipefield Industrial Estate  
Campbeltown  
PA28 6SY**

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