

SECTION B Application for Discretionary Relief (please complete parts 1 – 7):

1 To whom is membership available?

2 What is the annual subscription?

3 Please state whether access is provided for disabled or disadvantaged persons. Please give details:

4 Please state whether the premises are available to non-members outside normal club opening:

5 Are training or organisational facilities provided?

6 Have the facilities been provided by self-funding or grant aid? Please give details:

7 Is there a bar on the premises? Yes No

► Very important!!! – If you are applying for Discretionary Relief you must enclose (✓) :

- a copy of the Memorandum and Articles of Association or Rules
- the latest copy of the audited accounts and balance sheet

► Please go on to complete the declaration below ▼

DECLARATION :

I declare that the information given on this form is complete and accurate to the best of my knowledge and belief.

Signature:

Date:

Name:

Position:

Address:

Postcode:

Daytime telephone number:

(You do not have to supply a telephone number but it would be useful should any queries arise).

E-mail address:

► Once completed and signed send this form to: REVENUES & BENEFITS, HARLOW COUNCIL, CIVIC CENTRE, THE WATER GARDENS, COLLEGE SQUARE, HARLOW, ESSEX CM20 1WG

How we will use your information

The Council uses your personal information in order to administer and enforce Council Tax under the Local Government Finance Act 1992. This authority has a duty to protect public funds it administers, and may use information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see www.harlow.gov.uk/dme on Harlow Council's website. The Council will also use the information for the purpose of performing any of its statutory enforcement duties and any disclosures required by law.