



APPLICATION FOR RATES CONCESSION

Section 6.47 of the *Local Government Act 1995*

Privacy

The personal information collected on this form will only be used by the Town of Port Hedland for the sole purpose of providing requested and related services. Information will be stored securely by the Town and will not be disclosed to any third parties without your express written consent.

Instructions: Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates exemption, pursuant to Section 6.47 of the *Local Government Act 1995*. The provision of this concession will result in a decision to be prepared, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

1. PROPERTY OWNER DETAILS

Organisation:			
Property Owner:			
Property Address:			
Telephone:		Postcode:	
Mobile:		Facsimile:	
Email:			

2. APPLICANT DETAILS

Contact Person:			
Position Title:			
Postal Address:			
Telephone:		Postcode:	
Mobile:		Facsimile:	
Email:			

3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX

YES NO

Are you the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name?

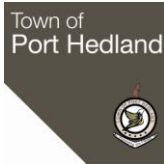
Is your organisation an Incorporated body? If so, please provide the certificate of incorporation.

Is your organisation considered not for profit?

Are you a not for profit organisation that undertakes particular sporting, community or recreational activities for the benefit of juniors and rely on player fees and community fundraising only?

Are you a not for profit organisation that undertakes particular sporting, community or recreational activities and charge entrance fees for viewing or participating?





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- Are you a not for profit organization that undertakes particular sporting, community or recreational activities and hold a liquor license?
- Is the organisation considered a Public Benevolent Institution for taxation purposes?
If so, please provide the relevant Taxation information.
- Does the organisation own or lease the rateable land? (If leased, is the lessee responsible for rates under the lease agreement)?
If so, please provide a certificate of the lease.
- Is the organisation exempt from the payment of rates under Legislation other than the Local Government Act?
If so, please provide details of the specific Legislation.
- Is your organization applying for a 50% rates concession? or
- Is your organization applying for a 100% rates concession?

4. DOCUMENT REQUIREMENTS

Please provide a copy of (in addition to those specified in Section 3):

- Organisation's Constitution
- Written statement, outlining the nature of the organisation's operations. It should include the following details:
 - Use and occupancy of the property
 - Type of service provided (e.g. food, accommodation etc)
 - Frequency of service provision (e.g. full-time, daily, weekly etc)
 - Whether payment is received for the service
- Floor plan of the leased property area, if only part of the property is to be exempt
- Copies of the current years audited financial or other statements for the organisation to the satisfaction of Council.

5. AUTHORISATION

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications must be submitted by 31 March of any year to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial year only.
- Organisations who are granted rates concession by Council will be asked to reapply every two financial years, or on a yearly basis, if Council considers this appropriate.
- I have read and understand the Town's *Rates Concession Policy*.

Name:			
Position:			
Organisation:			
Signed:		Date:	

