



Rhondda Cynon Taf County Borough Council Application to USE COUNCIL OWNED LAND

You must enclose –

- | | |
|---|--------------------------|
| A plan outlining the area of interest | <input type="checkbox"/> |
| A copy of indemnity insurance | <input type="checkbox"/> |
| Copy of constitution/governing document | <input type="checkbox"/> |
| List of Committee Members | <input type="checkbox"/> |

1

Full address of site you are interested in

2

Contact name:

Name of organisation:

Address:

E mail:

Tel:

Fax:

Position in organisation:

3

Is your organisation:

A registered charity

Unregistered organisation/Constituted Voluntary organisation

Other (please state)

Charity or other Registration number (if applicable):

When was your organisation established?

Are you VAT registered Yes No

Does your organisation have a bank account in its name requiring authorisation of two signatures for withdrawals Yes No

How many staff does your organisation employ?

4

Briefly describe the main activities of your organisation.

5

Outline the specific proposals that require the use of the building / site

6

Please give a brief outline of your organisational structure including how often your committee meets, etc.

7

Is your organisation involved in any local Strategies/Partnerships? If so please list:

8

Detail your organisation's current arrangements with the Council

Detail any grant funding received in the last 5-years and any currently applied for or intended to be applied for:

Detail your use of any buildings that may be located on the site

How do you ensure that your organisation is accessible for all members of society? Do you make, or propose to make any charges to users?

Checklist

Use this checklist to ensure you are sending a complete application

- All questions have been answered
- The application has been signed by the relevant people
- All relevant documentation is attached
- A copy of the application form has been kept for future reference

DECLARATION

I confirm on behalf of my organisation that I am authorised to sign this declaration and that to the best of my knowledge all information within this application is accurate.

Signature of main contact:

Date:

Second signature:

Date:

At least one signature must be an officer of the Management Committee

Return form to: E-mail: kelly.j.daniel@rctcbc.gov.uk or to Corporate Estates, Rhondda Cynon Taf County Borough Council, Valleys Innovation Centre, Navigation Park, Abercynon CF45 4SN