**In July 2017 the Council’s Finance & Policy Committee approved a policy whereby rent reductions of up to 75% of their market value would be considered on sales and leases where the proposed use is to have a positive impact on the community. Sales & Lettings at less than market value are subject to an applicant’s eligibility, which is decided based upon the information provided on this application. It must be submitted prior to leases or sales being granted or at the time of a rent review being considered as applications for a reduction cannot be granted retrospectively. Once the form has been completed please return it so the application can be considered by the Council, which will decide what level of discount can be applied.**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Name & Address of Property |  |  |
|  |  |
| 2 | Organisation NameAddress (including postcode)Your NamePosition in organisationEmail addressPhone Number |  |  |
|  |  |  |  |
| 3 | What does your organisation do? |  |  |
|  |  |  |  |
| 4 | Organisation type |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 5 | What is your intended use of the asset |  |  |
|  |
| 6 | What is the nature of the social wellbeing and social interest which the asset particularly supports and how will this: |
|  | 1. Improve Health & Wellbeing
 |  |  |
|  |  |  |  |
|  | 1. Address family poverty
 |  |  |
|  |  |  |  |
|  | 1. Improve community safety (please provide sufficient detail to enable an evaluation to be undertaken)
 |  |  |

|  |
| --- |
|  |
| 7 | Does the local community feel strongly that the asset should be used for the proposed use? |  |  |
|  |  |  |  |
| 8 | What is your proposed annual rent/ Purchase Price? |  |  |
|  |  |  |  |
| 9 | Why do you feel that you should be considered to lease the asset for less than its full market value? |  |  |
|  |  |  |  |
| 10 | Please provide evidence that your organisation will be able to operate the asset and generate sufficient funds to maintain and manage the organisation |  |  |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signature |  |  | Date |  |
| Name |  |  |  |  |

Please send you completed form to:

**Estates Team, Civic Centre, Victoria Road, Hartlepool, TS24 8AY**