

Application for Rates Exemption



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LOCAL GOVERNMENT ACT 1995 - SECTION 6.26

Instructions: Please print clearly in the spaces provided.

Privacy Information

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

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, 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.

Please note that where exemption from rates is approved, the property will still be subject to the Emergency Services Levy and any other service fees or charges, if applicable, such as rubbish collection charges. All properties granted exemption from rates are subject to periodic reviews to ensure continued approval.

1. Property Address Details

Street address

Suburb	Postcode

Rates Assessment Number (if known)

2. Property Use

What is the current use of the property? (please provide full details)

3. Property Owner Details

Organisation

Property owner (if different to above)

Postal address

Suburb	Postcode

Telephone number

Mobile number

Facsimile number

Email address

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4. Applicant Details

Full name of contact person

Position title

Postal address

Suburb

Postcode

Telephone number

Mobile number

Facsimile number

Email address

5. Organisation Information

Is/does the organisation:

- Yes No An incorporated body as per the Associations Incorporations Act 1987 (WA)? **>>** If yes, provide a Certificate of Incorporation.
- Yes No Registered with Australian Charities and Not-for-profits Commission (ACNC)? **>>** If yes, provide an extract of the relevant certificate from the ACNC.
- Yes No Have a tax exemption from the Australian Tax Office (ATO)? **>>** If yes, provide a certificate of tax exemption from the ATO.
- Yes No Leasing the property? **>>** If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of the rates.
- Yes No Have planning approval for the land use of the property? **(A site inspection may be required before the application is processed)**

6. Documentation Requirements

Please provide a copy of the following (in addition to those specified in Section 5).

- Organisation's Constitution
- Written statement outlining the nature of the organisation's operations. It should include the following details:
- Confirm the grounds upon which an objection is being made to the rate record under Section 6.76 of the Local Government Act 1995
 - Confirm the grounds upon which the exemption application applies under Section 6.26 of the Local Government Act 1995
 - Use and occupancy of the land, inclusive of date of commencement
 - 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
 - If there is commercial activity conducted on the land, provide details of the activity and if revenue is raised, where it is disbursed.
- A plan of the property, showing all buildings and outbuildings.
- or** A floor plan of the leased property area, if only part of the property is the subject of this application.
- Copy of the current year's audited financial statements for the organisation (If this exemption applies to only a portion of land owned by this organisation, provide the relevant statements for the land this application applies to.)

7. Authorisation

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Full name

Position

Organisation

Date (DD/MM/YY)

Signature of applicant



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OFFICE USE ONLY

CONSIDERATIONS

Approval with Town Planning Scheme? Yes No

Has the property been inspected? Yes No

Recommend for non-rateable status? Yes No

If yes, what is the reason for non-rateable status?

New Application Review of Exemption

Amount of rates to be exempted and dates to be applicable from:

Amount \$ Date (DD/MM/YY)

The approval will be for a period of years, unless circumstances change.

Section of the Local Government Act 1995 6.26(2)

Applicant/Owner name

Exemption description

Rubbish bin charges to be levied and dates to be applicable from:

Amount \$ Date (DD/MM/YY)

8. Statutory Declaration

WESTERN AUSTRALIA OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION APPLICATION FOR RATES EXEMPTION UNDER SECTION 6.26 OF THE LOCAL GOVERNMENT ACT 1995.

Full given name/s and surname/s of declarant

Address of

Suburb

Postcode

Occupation in the State of Western Australia

Sincerely declares as follows:

The property located at

Suburb

Postcode

Is used by

For the purpose of

Description of the activities the property is used for



For the period from Date (DD/MM/YY) to Date (DD/MM/YY)

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8. Statutory Declaration - continued

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005

At (Place)	
On (Date)	
By (Signature of person making the declaration)	
Signature of authorised witness	Signature of person making the declaration
	
Qualification of authorised witness	



Important: This Declaration must be made before any of the following persons:-

- Academic {post-secondary institution}
- Accountant
- Architect
- Australian Consular Officer
- Australian Diplomatic Officer
- Bailiff
- Bank manager
- Chartered secretary
- Chemist
- Chiropractor
- Company auditor or liquidator
- Court officer (Judge, magistrate, registrar or clerk)
- Defence Force officer
- Dentist
- Doctor
- Electorate Officer (State - WA only)
- Engineer
- Industrial organisation secretary
- Insurance broker
- Justice of the Peace (any State)
- Lawyer
- Local Government CEO or deputy CEO
- Local Government Councillor
- Loss adjuster
- Marriage Celebrant
- Member of Parliament
- Minister of religion
- Nurse
- Optometrist
- Patent Attorney
- Physiotherapist
- Podiatrist
- Police Officer
- Post Officer manager
- Psychologist
- Public Notary
- Public Servant (State or Commonwealth)
- Real Estate agent
- Settlement agent
- Sheriff or deputy Sheriff
- Surveyor
- Teacher
- Tribunal Officer
- Veterinary surgeon

Or any person before whom, under the Statutory Declarations Act 1959 of the Commonwealth, a Statutory Declaration may be made.

Full descriptions of these professions are available via the following website link

www.courts.justice.wa.gov.au/_files/Professions_witness_statutory_declarations.pdf

Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing - Schedule 2, item 231 of the Statutory Declarations Regulations 1993 (Commonwealth).

Further information on witnessing documents is available at www.courts.justice.wa.gov.au