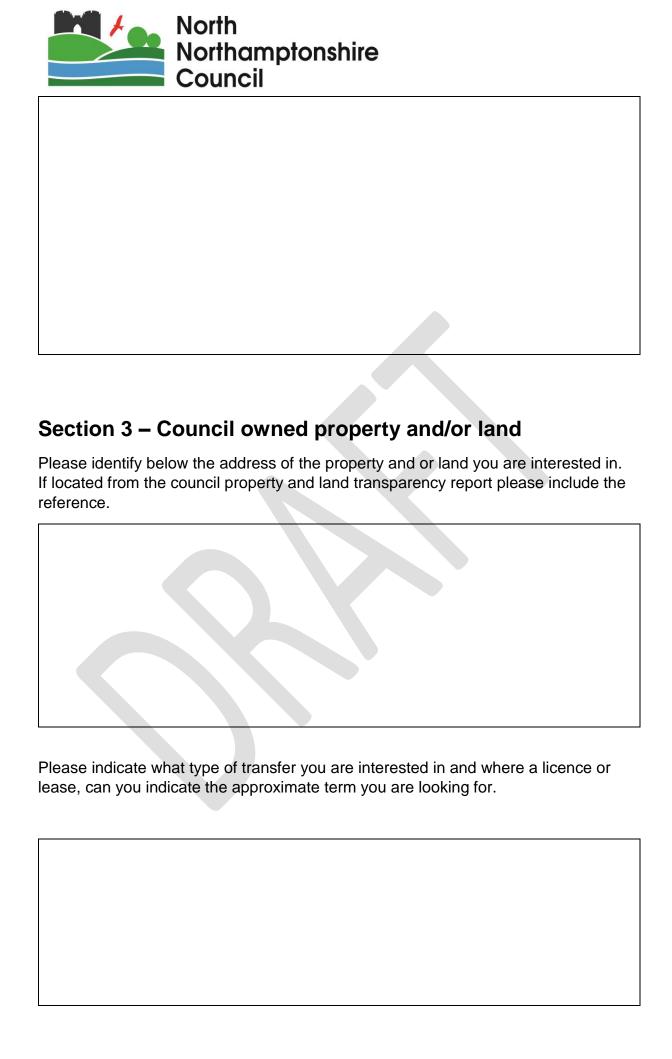


# **Community Asset Transfer**

# **Application Form**

### Section 1 - Your contact details

| Places provide the name of your organisation below:   |
|---|
| Please provide the name of your organisation below:   |
|   |
|   |
|   |
| Please provide contact details for this application below:  |
|   |
| Name:   |
| Position in the organisation:   |
| Address   |
|   |
|   |
|   |
| Telephone:  |
| Email:  |
| Web site link:  |
|   |
|   |
|   |
| Section 2 – Brief information on your organisation  |
| Please provide details of the type of organisation you represent, the charity and or companies house registration number, and a brief summary of the purpose of the organisation. Who does it serve and what the main activities and outputs. |
|   |
|   |





#### **Section 4 – Supporting Information**

Please provide with this application the following information (tick if attached)

| Minute of the meeting authorising application  |  |
|--|--|
| A business case  |  |
| Articles of association or other relevant governance documentation                           |  |
| Recent annual report   |  |
| Organisational Structure   |  |
| Three years audited accounts   |  |
| Current Insurance Policy   |  |
| Please list any other supporting information you are including with your application below:- |  |

For more information on what to include in the business case please see the Councils Frequently asked questions which can be found on the web site link or a copy obtained by emailing propertyservices@northnorthants.gov.uk

The Council can request further information or references to support the application.

### Undertaking

I confirm that I and the organisations group has read the Community Asset Transfer Policy and guidance notes, and understood the information contained in these documents.

I certify that the information supplied in this application form and accompanying documentation is accurate to the best of my knowledge and that I am authorised by the governing body of the organisation submit this expression of interest on its behalf.

I understand it is a criminal offence to knowingly make a false statement, to give or offer any gift or consideration whatsoever as an inducement or reward to an Council Officer, Councillor, Partner or Representative, and that any such action will empower the council to cancel this application for the transfer of the asset.

| Signed      | <br> |  |
|-------------|------|--|
| Print Name: |      |  |



Position within the organisation \_\_\_\_\_

Date: \_\_\_\_\_

