

# Asset of Community Value

## Nomination Form



Please read the accompanying Guidance Notes when completing this form. If you have any queries, please email [Mark.Robson@richmondshire.gov.uk](mailto:Mark.Robson@richmondshire.gov.uk).

Send your completed form and accompanying documents to: Community Development,  
Richmondshire District Council Mercury House  
Station Road Richmond North Yorkshire DL10 4JX

*(Please continue your answers on separate sheets of paper if necessary)*

<b>SECTION A</b>	<b>YOUR ORGANISATION DETAILS</b>
Organisation name	
Organisation address including postcode	

<b>SECTION B</b>	<b>YOUR CONTACT DETAILS</b>
Your name	
Your address including postcode	
Your position in the organisation	
Your telephone number	
Your email address	

SECTION C		CATEGORY OF YOUR ORGANISATION	
Please indicate which of the following categories your organisation relates to ( <i>please tick</i> ):			
<input type="checkbox"/>	Unincorporated body ( <i>at least 21 individual members must be registered to vote locally</i> )	<input type="checkbox"/>	Community Interest Company
<input type="checkbox"/>	Neighbourhood Forum	<input type="checkbox"/>	Company limited by guarantee
<input type="checkbox"/>	Charity	<input type="checkbox"/>	Industrial and Provident Society
<input type="checkbox"/>	Parish Council	<input type="checkbox"/>	
If a Charity, please provide registration number:			
Please explain your organisation's local connection:			

SECTION D	THE ASSET TO BE NOMINATED
What is the asset? ( <i>e.g. shop, pub, community facility</i> )	
Name of property	
Property address including postcode	
Current property occupant(s) name(s)	

List the name(s) and current or last known address(es) of all owners. These may include freehold, leasehold and any lawful occupants. Please note that any information provided in this section may be copied and passed to the owner(s) of the property concerned.

Description of the asset and its boundaries (attach a separate plan showing the asset boundary outlined in red)

Reason(s) for nominating the asset – please outline why you think the asset is of community value. (It is essential that you provide as much evidence from a range of sources in this section)

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<b>SECTION E</b>	<b>ATTACHMENT CHECKLIST</b> <i>(please tick to confirm)</i>
	Copy of group constitution and/or rules (if you represent an unincorporated group)
	Trust Deed (if you represent a trust)
	Memorandum and Articles of Association (if you represent a company)
	Names and home addresses of 21 members registered to vote in the nomination area (if the group is unincorporated)
	Site boundary plan outlining the boundary of the nominated asset in RED
	Copy of the title register of the nominated asset with the Land Registry

<b>SECTION F</b>	<b>DECLARATION</b>
I can confirm that, to the best of my knowledge, the information contained in this nomination form is complete and accurate.	
Name:	
Signature:	
Date:	