



## COMMUNITY RIGHT TO BID NOMINATION FORM

If you need assistance completing this form please refer to the guidance document which can be downloaded from the website <http://mycommunityrights.org.uk/community-right-to-bid/> or alternatively telephone: **0845 345 4564**

### Section 1 About the property to be nominated

***Please note that the property should not be residential property including outbuildings and associated land, land licensed as a caravan site or operational land for statutory undertakers – (Please see the Assets of Community Value (England) Regulations 2012 schedule 1 for more detail on what cannot be listed).***

Name of property	:	_____
Address of property	:	_____
	:	_____
Postcode	:	_____
Property owner's name	:	_____
Address	:	_____
	:	_____
Postcode	:	_____
	:	Tel: _____
Current occupiers name	:	_____
	:	_____

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### Section 2 About your community organisation

**NB - Please note that your organisation should consist of 21 members or more who appear on the electoral role**

Name of organisation	:	_____
Title	:	_____
	:	First Name: _____
Surname	:	_____
Position in organisation	:	_____
Email address	:	_____
Address	:	_____
	:	_____
	:	_____



Postcode : \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Your role in the organisation : \_\_\_\_\_

- Organisation type  Parish Council  Unincorporated  
Community Group  Neighbourhood Forum  Community Interest Company  
 Industrial & Provident Society  Company Limited by Guarantee  
 Charity

How many members do you have (this is particularly important for unincorporated community groups)?

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**Please send your completed form to the Head of Law Castle Point Borough Council, Council Offices, Kiln Road, Thundersley, Benfleet, Essex SS7 1TF or by email [fwilson@castlepoint.gov.uk](mailto:fwilson@castlepoint.gov.uk)**

### Section 3 Supporting information for nomination

**Any information entered in this section only may be copied and passed onto the owner of the property you are nominating.** Definition of an asset of community value can be found in the guidance document. It should be a building or other land whose main (ie not ancillary) use furthers the social wellbeing or social interests of the local community, has recently done so and may realistically do so in the future.

Why do you feel the property is an asset of community value? Please give as much information as possible?

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### Section 4 Boundary of property

What do you consider to be the boundary of the property? Please give as much detail/be descriptive as possible (if possible, please include a plan).

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### Section 5 Attachment checklist

- Copy of group constitution (if you are a constituted group)
- Name & home addresses of 21 members registered to vote in nomination area (if group is not incorporated)
- Site boundary plan (if possible)

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### Section 6 Declaration



I can confirm that to the best of my knowledge the information contained in this nomination form is complete and accurate.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_