

**ASSETS OF COMMUNITY VALUE
NOMINATION TO PLACE AN ASSET ON THE REGISTER**

The Royal Borough of Kensington & Chelsea is administering the Community Right to Bid process for Assets of Community Value on behalf of the London Borough of Hammersmith and Fulham as well as for sites within the Royal Borough itself. Completed nomination forms should be submitted by e-mail to acvplanning@rbkc.gov.uk or by post to Planning and Borough Development, Royal Borough of Kensington & Chelsea, Town Hall, Hornton Street, London, W8 7NX. There is no fee.

Please read the accompanying guidance when completing this form. If you have any queries, please contact acvplanning@rbkc.gov.uk or ring our planning enquiry line on 020 7361 3012.

ABOUT YOU	
Your title (eg Mr, Mrs etc)	
Your full name	
The address where we may contact you, including your postcode	
Your telephone number	
Your e-mail address	
Your role within the nominating organisation	
Two further names and telephone numbers (in case you are not available)	

ABOUT YOUR ORGANISATION	
Name of organisation	
Type of Organisation (tick where applicable)	
Neighbourhood Forum	
Charity (include Charity registration number)	
Company limited by guarantee that is non profit distributing (include registration no.)	
Community interest group	
Industrial and provident society that is non profit distributing	
An unincorporated body (please provide a list of 21 members who are on the electoral role as well as proof the group is non profit distributing)	
Other (give details)	

ABOUT YOUR ORGANISATION: SUPPORTING EVIDENCE	
Please provide a the following where relevant to your organisation	
Memorandum of Association	
Articles of Association	
Companies House return and details of current directors and secretary	
Constitution/ Terms of Reference	
Standing Orders	
Registration form and Interest statement for community interest company	

ABOUT YOUR ORGANISATION: QUALIFYING CRITERIA	
<p>Local Connection Please provide evidence that your body's activities are wholly or partly concerned with The Royal Borough of Kensington and Chelsea or with a neighbouring authority's area.</p>	
<p>Distribution of surplus funds For organisations other than Town and Parish Councils, please confirm and provide evidence that any surplus made by the group is wholly or partly applied for the benefit of the area covered by the Royal Borough of Kensington and Chelsea or a neighbouring London borough.</p>	

ABOUT THE NOMINATED ASSET	
Name of asset	
The following are exempt from nomination to be registered an Asset of Community Value. Please confirm that the asset is not:	
Residential property (includes gardens, outbuildings, and associated land)	
Land licensed for use as a caravan site	
Operation land of statutory undertakers	
<p>Description of the Asset (please state the current use of the building or land and a description of the proposed boundaries of the site)</p>	(please provide an Ordnance Survey map with the boundaries of the asset marked in red if possible)
Address of asset, including post code	

REASONS FOR NOMINATION	
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The building or land further the social wellbeing or social interest of the local community (ie. cultural, recreational, sporting)	
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Or that the land has done so in the recent past	
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And it is realistic to think that it can continue to further the social interest of the local community in the future (ie. For the next 5 years)	
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<p>Reasons for Nomination please explain why the local authority should conclude that the building or land meets the criteria for an Asset of Community Value (i.e. how the asset furthers the social interests of the local community)</p>	
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N.B. please attach supporting evidence this may include photos, maps, plans and other documents to identify the asset and to support your bid to nominate

Current owner's name and address (if known)	Holder of any Leasehold's name and address (if known)	Current Occupiers name and address (if known)

List of documents supplied in support of nomination	
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Your Signature

Date of nomination