|  |
| --- |
| **Application for Event VAT Exemption** |
| We are able to make some events entirely exempt from VAT. This means we pay no VAT on income but will be unable to recoup any VAT payable on expenditure. If you are organising a ***fundraising*** event then you should apply for a VAT Exemption using this form. Main criteria for approval of an exemption include proof that the event is marketed as a fund raising event and that the event itself is sufficiently different from other events. Please bear this in mind when answering the following questions. |
| **Applicant Name:** | **Club/Society:** | **Contact Email:** | **Date of Application:** |
| **Name of Event:** | **Date of Event:** | **Event budget Number:** (You ***must*** have submitted an eActivities budget before submitting this application) | **Event Location/Venue:** |
| **Event Description:** (Please give a full description of your event here. This is your chance to prove your event is unique or nearly unique and will have a significant influence on the decision) |
| **Event Short Description:** (Please attempt to describe your event in ~5 words or less) | **Total Predicted Income:** (Please give a rough estimate of income with and w/o exemption) |
| **Fundraiser Marketing:** (Your event must be marketed clearly as being for fundraising. Please give evidence of this; if possible attach example marketing material to this application) |
| **Other Information:** (Anything you may like to add to this application please note here) |
| ***Assessor:*** | ***Assessment Date:*** | ***Accept/Reject:*** | ***Reason:*** |