


# 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 [www.leeds.gov.uk/righttobid](http://www.leeds.gov.uk/righttobid) or alternatively telephone 0113 2243406.

Please use your tab button  if you are completing this form electronically or click each section with the mouse

## Section 1 About the property to be nominated

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

## Section 2 About your community organisation

Name of organisation : \_\_\_\_\_  
 Title : \_\_\_\_\_ First Name: \_\_\_\_\_  
 Surname : \_\_\_\_\_  
 Position in organisation : \_\_\_\_\_  
 Email address : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 Postcode : \_\_\_\_\_ Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

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)?

Please send your completed form to either  
[righttobid@leeds.gov.uk](mailto:righttobid@leeds.gov.uk) or  
 Community Right to Bid, Asset Management, Leeds City Council,  
 The Leonardo Building, 2 Rossington Street, Leeds, LS2 8HD

### 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.

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 constituted)
  - 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: \_\_\_\_\_