



Assets of Community Value – Expression of interest/ intention to bid form

Section 1 – About your community organisation – contact details

About you – your organisation’s name and address	
Name of organisation:	
Address including postcode:	
Contact details for lead contact person	
Name:	
Position in organisation:	
Address including postcode:	
Daytime telephone number:	
Email:	

Section 2 – Organisation type

Organisation type (please tick which applies and include supporting evidence as appropriate)	
Parish/ Town Council	<input type="checkbox"/>
Charity (include charity registration number). If not a registered charity, please attach evidence of your organisation’s status, such as Articles of Association	<input type="checkbox"/>
Company limited by guarantee (which does not distribute any surplus it makes to its members.) Include company registration number.	<input type="checkbox"/>
Community Benefit Society (former Industrial and Provident society) (which does not distribute any surplus it makes to its members.)	<input type="checkbox"/>
Community interest company	<input type="checkbox"/>

Section 3 – Organisation – supporting information

Please provide a copy of the following as relevant to your organisation type (please tick as appropriate and return with this form)	
Memorandum of Association	<input type="checkbox"/>
Articles of Association	<input type="checkbox"/>
Companies House Return	<input type="checkbox"/>
Constitution/ Terms of Reference/ Standing Orders	<input type="checkbox"/>
Registration Form and Interest Statement for Community Interest Company	<input type="checkbox"/>

<p>Local connection – For organisations other than Town and Parish Councils, please confirm and provide evidence that the organisation is wholly or partly concerned with West Oxfordshire District or a neighbouring local authority area sharing a border.</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 organisation is wholly or partly applied for the benefit of West Oxfordshire District or a neighbouring local authority area sharing a border.</p>	

Section 4 – About the asset you wish to bid for

Name of asset (building or land)	
Address and postcode or location of land	

Section 5 – Declaration

By submitting this form we understand that we are requesting that our organisation be treated as a potential bidder in relation to this asset and this may trigger the full moratorium period under Section 95 of the Localism Act 2011. In tendering this expression of interest our organisation is aware that the owner of the asset is not obliged to accept any bid that we submit.

Any contact details provided on this form will be passed to the owner in order that they may contact you directly to discuss your expression of interest.

Signature:

Date:

Name of person authorised to sign:

Position in organisation:

Please send the completed form to:

Community Development, Leisure and Communities, West Oxfordshire District Council,
Woodgreen, WITNEY, Oxfordshire OX28 1NB
Email: community.development@westoxon.gov.uk

Fair Processing Statement

We will process the information provided in accordance with the Data Protection Act for the purposes of administering the Community Right to Bid procedure established under the Localism Act 2011. Personal contact details you have provided in this form will be made available to the owner of the asset to which this intention to bid relates in order that they may contact you directly to discuss your expression of interest.

Any information provided to the Council may be subject to disclosure under the Freedom of Information Act 2000 and/or The Environmental Information Regulations 2004 unless an exemption applies as provided for in the legislation.