

Community Right to Bid

# Asset of community value nomination form

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## 1. Nominating body – contact details

Name of organisation: Click or tap here to enter text.

Contact name: Click or tap here to enter text.

Address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Contact telephone: Click or tap here to enter text.

Contact email: Click or tap here to enter text.

## 2. Nominating body – eligibility

Select the type of organisation you’re nomination from the list below.

Choose an item.

Registration number (where applicable): Click or tap here to enter text.

## 3. Local connection

Please describe how your organisation has a local connection to Luton.

Click or tap here to enter text.

## 4. About the asset proposed for nomination

Land or property name: Click or tap here to enter text.

Land or property address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Please provide a description of the land or property to be nominated.

Click or tap here to enter text.

List the proposed boundaries.

Click or tap here to enter text.

Upload an image of the proposed boundaries plan here:



Details of further attachments: Click or tap here to enter text.

## 5. Reason for nomination

Please give your reason for nominating the property as an asset of community value.

Click or tap here to enter text.

## 6. Ownership of asset

Name of owner: Click or tap here to enter text.

Contact name: Click or tap here to enter text.

If owner of part of asset, which part? Click or tap here to enter text.

Owner address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Are the occupiers of the asset different from the owners? Select yes or no

If ‘no’, please go to question 7. If ‘yes’, please go to 8.

## 7. Current occupiers of asset (if different from owner)

Name of first organisation (if appropriate): Click or tap here to enter text.

Contact name: Click or tap here to enter text.

If occupier of only part of asset, which part? Click or tap here to enter text.

Address (if different from asset): Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Name of second organisation (if appropriate): Click or tap here to enter text.

Contact name: Click or tap here to enter text.

If occupier of only part of asset, which part? Click or tap here to enter text.

Address (if different from asset): Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Email address: Click or tap here to enter text.

## 8. Attachments

Tick each appropriate attachment from the list below. All attachments should be attached to the email when you submit your nomination.

[ ]  Copy of governance documentation of nominating body - group constitution or memorandum of association (if constituted)

[ ]  Names and home addresses of 21 members registered to vote in Luton or neighbouring authority (if unincorporated)

[ ]  Site boundary plan (if available)

**List other attachments – attach to nomination email**

Attachment name 1

Attachment name 2

Attachment name 3

Attachment name 4

Attachment name 4

Attachment name 4

Attachment name 7

Attachment name 7

## Declaration

I declare that to the best of my knowledge that the information submitted in this form and associated documents is complete and accurate and I have the authority to submit this nomination.

Name: Click or tap here to enter text.

Organisation: Click or tap here to enter text.

Position in organisation: Click or tap here to enter text.

Date: Click or tap to enter a date.

Please return this form and any attachments to righttobid@luton.gov.uk or post to:

Community Right to Bid
Chief Executive’s Department
Luton Council
Town Hall
George Street
Luton, LU1 2BQ

## For office use only

Nomination reference number: ACV

Date received: Click or tap to enter a date.

Date acknowledged: Click or tap to enter a date.

Eligibility of nominator confirmed: Select yes or no

Eligibility of asset confirmed: Select yes or no

Owners informed: Select yes or no

Occupiers informed: Select yes or no

Decision: Click or tap here to enter text.

Nominator informed: Select yes or no

Owners informed: Select yes or no

Occupiers informed: Select yes or no

Request for review received: Select yes or no

Decision: Click or tap here to enter text.

Nominator informed: Select yes or no

Owners informed: Select yes or no

Occupiers informed: Select yes or no