

Checklist

Please use this checklist to ensure that you are sending us a completed application

Tick	
	All enclosures (including any additional information) have the organisation's name on them
	Memorandum and Articles of Association
	Certificate of Incorporation
	Constitution/set of rules (if an unincorporated association applying under the Sponsored Sale of Surplus Land)
	Copy of letter of recognition as charity (if relevant)
	A brief resume for each of the directors or committee members
	Map of the land to be acquired
	Endorsements from supporting organisations (if relevant)
	Copy of ballot paper and any covering letter that went with it
	A business plan (required where the market value is more than £50 000)
	Any additional documents under Section 4 – Capacity to Manage the Land
	Any additional documents under Section 5

Please turn over

