

APPLICATION FOR SMALL BUSINESS RATE RELIEF

1. Please give details of your business:

(i) Full name(s) of the ratepayer(s):

(eg. "John In Smith" or "Sally Ann Brown trading as Mini Market" or "Elfin Lsd" - NOTE: If the business is a partnership, list all partners names)

(ii) Ratepayer's correspondence address:

(iii) Ratepayer's Tel No:

(iv) Ratepayer's Fax No:

(v) Ratepayer's e-mail address:

(vi) Tick box if interested in our new service E-Billing

2. Please state the period for which small business rate relief is sought:

Date from:

Date to:

3(a) If this is your first application in respect of a hereditament (non-domestic property), please give details of the hereditament for which small business rate relief is sought:

Rate Reference Number (You may find this on the rate demand):

Address:

3(b) Please give details of any other hereditaments (non-domestic properties) in England which you occupy (including stores, car-parking spaces, advertising rights, etc) - (If you have more than two other hereditaments, please enter how many here and give details of the others on a separate sheet):

Other Hereditament 1: Address:

Rate Ref No:

Rateable Value:

Other Hereditament 2: Address:

Rate Ref No:

Rateable Value:

4. If this application is being made to notify the council that you have taken occupation of any other hereditaments in England since making your original application in this valuation period, please provide details below - (If you have started to occupy more than two other hereditaments since making your original application, please enter how many here and give details of the others on a separate sheet):

Other Hereditament 1: Address:

Rate Ref No:

Rateable Value:

Date on which you started to occupy this hereditament:

Other Hereditament 2: Address:

Rate Ref No:

Rateable Value:

Date on which you started to occupy this hereditament:

DECLARATION

* I confirm that the hereditaments listed in paragraph 3(1) & 3(b) (and in the attached contribution sheet, if applicable) are the only hereditaments in England occupied by [print name of ratepayer below]:

OR

* I confirm that the changes listed in paragraph 4 (an in the attached continuation sheet, if applicable) are the only changes relating to hereditaments in England occupied by [print name of ratepayer below]:

and that the date of those changes has been accurately recorded

Signature of the ratepayer / person authorised to sign:

Capacity of person signing:

