

LGSS NON-DOMESTIC RATES – SBRR APPLICATION FORM

Date of Issue	
Account reference	
To be returned within 21 days.	
The information provided in this form will be used in accordance with the Council's registration under the Data Protection Act 1998 and may be used in the prevention and detection of fraud.	
Re. Property Reference no.	
Name of Ratepayer	
Address of rated property	
Current Rateable Value	
Date property above became occupied	
Financial Year for which the application is being made	

Before completing this form, please read the below notes

SMALL BUSINESS RATE RELIEF NOTES

This application must be completed by the ratepayer or a person authorised to sign on behalf of the ratepayer. This means, where the ratepayer is:

- a partnership, partner of that partnership
- a trust, a trustee of that trust
- a body corporate, a director of that body, and
- in any other case, a person duly authorised to sign on behalf of the ratepayer.

NB: in the case of a Limited Company the application must be signed by a director.

Please refer to the table on our website for the levels of Small Business Rate Relief entitlement.

Please remember: if you give false information you may be prosecuted. In order to protect public funds, the Council may use the information you have provided on this form to prevent and detect fraud. The Council may also share this information for the same purpose, with other organisations that handle public funds. The information on this form will be used in accordance with the Council registration under the Data Protection Act 1998.

LGSS NON-DOMESTIC RATES – SBRR APPLICATION FORM

SECTION 1	
Please provide full details of any other property(s) (including separate assessments i.e. car parks) for which you have.	
BUSINESS 1	
Full property address	
Business rates reference number	
Rateable Value	
Local Authority: Is the property Vacant or Occupied	VACANT / OCCUPIED
BUSINESS 2	
Full property address	
Business rates reference number	
Rateable Value	
Local Authority: Is the property Vacant or Occupied	VACANT / OCCUPIED
BUSINESS 3	
Full property address	
Business rates reference number	
Rateable Value	
Local Authority: Is the property Vacant or Occupied	VACANT / OCCUPIED
BUSINESS 4	
Full property address	
Business rates reference number	
Rateable Value	
Local Authority: Is the property Vacant or Occupied	VACANT / OCCUPIED
<i>Continue to list businesses on a separate sheet if necessary.</i>	

SECTION 2	
I confirm that the rate assessments listed above are the only rated assessments in England occupied by;	
Full Name (BLOCK CAPITALS)	
Signature	
Position in Business	
Date	
Telephone	
Email	