

LGSS SECTION 44A APPLICATION FORM

Name	
Contact Address	
Phone Number	
Email	
Business Rates Reference	
Address of the property for which the application is made	
Date the area(s) out of use	
Why is the area not in use? (Please provide full details to support your application)	
When do you expect the area(s) to become occupied?	
What will the area be used for and by whom?	
Please enclose a plan of the premises clearly showing the unoccupied area(s). Once your application has been received we will contact to arrange access for inspection.	

DECLARATION

I declare that the information given on this form is complete and accurate to the best of my knowledge.

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 purposes, with other organisations which handle public funds.

Full Name (BLOCK CAPITALS)	
Signature	
Date	
Telephone	

If your circumstances change which will affect your entitlement to Section 33a relief you must notify the Revenues section immediately. Application for a reduction under Section 33a of the Local Government Finance Act 1988 (partly occupied properties) as amended by the Non-Domestic Rating (unoccupied properties) (England) regulations 2008 (SI 2008/386).

Information will only be used by Horsham District Council and its employees in accordance with the Data Protection Act 1998. The Council will not supply information to any other organisation or individual except to the extent permitted by the Data Protection Act and which is required or permitted by law in carrying out any of its proper functions.