

# RYEDALE DISTRICT COUNCIL

BENEFITS SERVICES, PO BOX 69, RYEDALE HOUSE, OLD MALTON ROAD, MALTON YO17 7ZL

Phone: 01653 600666 Fax: 01653 699889 E-mail: [benefits@ryedale.gov.uk](mailto:benefits@ryedale.gov.uk)

Please ask for the Benefits section

Benefit Ref:

## HOUSING AND COUNCIL TAX BENEFIT SELF EMPLOYED EARNINGS DECLARATION

SURNAME:		BUSINESS NAME: (if any)	
OTHER NAMES		BUSINESS ADDRESS (if different)	
ADDRESS:			
		TYPE OF BUSINESS:	

Please complete the declaration overleaf in respect of the last trading year if accounts are available, or the last 3/6/9/12 months trading. If you have only recently started trading please enter figures for the whole period since your business started or a forecast for the next 3/6 months if you believe this is more appropriate.

Please specify below the exact period the figures relate to:	
DATE FROM:	DATE BUSINESS STARTED:
DATE TO:	

Given reasonable circumstances can it be assumed that the trading figures shown overleaf will be similar for the next 6 months trading period?

YES / NO \* (Please delete as appropriate) IF NO - WILL TRADING PROBABLY: - a) IMPROVE \*  
b) DECLINE \*

If NO above please give your reasons for believing the amounts will differ(continue on separate sheet if necessary)  
REASONS

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IS YOUR BUSINESS REGISTERED FOR VAT? YES / NO \* (Please delete as appropriate)

HOW MANY HOURS PER WEEK (ON AVERAGE) DO YOU WORK IN THE BUSINESS?

ARE YOU A DIRECTOR OF THE COMPANY/BUSINESS? YES / NO \* (Please delete as appropriate)

DO YOU HAVE A PARTNER (S) IN THE BUSINESS? YES / NO \* (Please delete as appropriate)

If YES please give the % split of your holding in the Business

NAME OF PARTNER (S) IF ANY .....

If you make regular contributions under a retirement annuity contract or a personal pension scheme please include proof and state below the AMOUNT PAID

£

**INCOME**

£

Payments for goods and/or services supplied	
Tips & gratuities	
Rent received from (sub) letting of business premises	
Interest on monies held in bank/building society etc.	
Business Start Up Scheme Allowance (Enterprise Allowance)	
VAT collected (if a VAT registered trader)	
Other (Please specify on separate sheet)	
<b>GROSS INCOME</b>	

**EXPENDITURE/OUTGOINGS (business use only - domestic costs)**

£

*EMPLOYEE COSTS*

Employee's Wages/salary - paid direct to domestic partner	
Employee's Wages/salary - paid to other than domestic partner	
Employer's contributions to a pension scheme which is approved by the Inland Revenue and the Occupational Pensions Board	

*EQUIPMENT, TOOLS & MATERIALS*

Purchase of Stock	
Hire or rental costs (but not any capital or purchase elements)	
Capital repayments on any loan used to repair an existing asset but only to the extent that the loan exceeds any sum paid under an insurance policy for that repair	
Capital repayments on any loan used to replace an item of equipment or machinery which has worn out in the course of business, or has become outdated/obsolete	
Sum spent on the repair of an existing business asset, but only to the extent that the cost exceeds any sum paid under an insurance policy	
Interest payable under a credit sale, a consumer credit agreement or a hire purchase agreement (but not capital element)	

*PREMISES*

Rent, Rates, Water charges and insurance premiums on premises	
Mortgage and loan interest	
Fuel, Heating & Lighting	
Cleaning of Business premises	
Telephone, telex, fax costs	

*OTHER*

Bank Charges	
Advertising	
Legal/Accountancy service charges connected with the business	
Stationery	
Transport (e.g. use of car including petrol costs, road tax, insurance and servicing do not include home to work, unless you work from home)	
Sundries/Miscellaneous items	
VAT paid (if VAT registered trader)	
Other (please specify on a separate sheet)	

**GROSS EXPENDITURE**

I declare that the information I have given on this form is true and complete

NAME: (Block capitals please) .....

SIGNATURE OF THE CLAIMANT: .....

DATE: .....

Please note: - The Revenues and Benefits Services will be closed on Tuesdays until 10.30am for Staff training.  
We apologise for any inconvenience this may cause.