



Name & address

Acc Ref: .....

RV: .....

Date of issue: .....

**THE NON-DOMESTIC RATING (SMALL BUSINESS RATE RELIEF (England) ORDER 2004) FORM OF APPLICATION FOR PERIOD from 1<sup>st</sup> APRIL 2007**

**Period of claim:**

From:

To:

This is the period for which you wish to be considered for the relief e.g. 1<sup>st</sup> April 2007 – 31<sup>st</sup> March 2010. Please specify 'ongoing' if you are applying for the relief until the next renewal date.

**Section 1**

Name of Ratepayer:

Address of Hereditament (Property) for which relief is claimed:

Postcode:

Are the premises: In use:  Unoccupied:  (Please tick appropriate box)

**Section 2**

Do you occupy any other property/properties in England for which you are responsible for paying Non-Domestic (Business) Rates:  YES  NO If YES, please provide details below.

Address:

Account Reference No: Rateable Value:

Address:

Account Reference No: Rateable Value:

**We have sent this form to the latest contact address we hold. If you wish correspondence to go to a different address, please specify:**

## **DECLARATION**

I confirm that the hereditament listed in Section 1 (and section 2 if applicable) are the only premises in England & Wales that are occupied by the specified ratepayer. I also acknowledge that I must notify Ryedale District Council immediately of any change in circumstances (e.g. occupation of additional business premises.)

**Signature of Ratepayer:**

**Print Name:**

**Capacity of Person signing:**  
(e.g. owner, tenant, agent, director)

**Date:**

**Phone:**

**Fax:**

**Email:**

\* No account shall be taken of any other hereditament (property) the ratepayer occupies in England where:-

- I. The rateable value of each such hereditament shown in the local non-domestic rating list for that day is not more than £2,199; and
- II. The aggregate rateable value of all hereditaments ratepayer occupies in England, including the hereditament for which the relief is sought, is not more than £21,400 (where the hereditament for which relief is sought is situated in Greater London) or £14,999 (where the hereditament for which the relief is sought is situated outside Greater London).

## **WARNING**

The ratepayer **must** sign the application. Where, for example, the ratepayer is a company or partnership, it should be signed by a director of that company or one of the partners and the person signing should state his capacity.

It is a criminal offence for a ratepayer to give false information when making an application for small business rate relief.

**Changes of circumstances should be declared promptly. Failure to report a change within 4 weeks will result in loss of Small Business Rate Relief.**