

Application for Small Business Rate Relief

**MAKE SURE YOU COMPLETE THE FORM FULLY OTHERWISE IT WILL BE INVALID
RETURN THE FORM TO THE ADDRESS OR FAX NUMBER SHOWN ON THE WEB PAGE**

Your full name (including trading name and / or company number)

Property Address:

Account Reference Number:

Home / Registered Office Address including post code:

E-mail address:

Contact telephone No:

Please list the full postal addresses of any other business properties that you occupy in England or Wales together with the rateable value.

Address	Rateable Value

Declaration

I confirm that the properties listed above are the only business properties in England or Wales occupied by [insert name of ratepayer]

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

- a) a partnership, a partner of that partnership;
- b) a trust, a trustee of that trust;
- c) a limited company, a director or the company secretary, and in any other case, a person duly authorised to sign on behalf of the ratepayer.

Signature of the ratepayer/person authorised to sign:

Name & capacity of person signing (please print):

Date:

Warning - it is a criminal offence for a ratepayer to give false information when making an application for Small Business Rate Relief