

# Application for Small Business Rate Relief 2017/22



Account Reference	
Name of Ratepayer	
Address of Ratepayer (For which relief is being sought)	
	Post Code
Contact Details (Telephone, E-mail Address)	

## Section A - Complete this section if this is your first application for this period

(a) Is this the only business property in England that you occupy?	YES	NO
(b) If 'NO' what other properties do you occupy		
	Rateable Value	
<p>I confirm that the hereditaments (properties) listed above are the only hereditaments in England occupied by: (insert name of ratepayer) _____.</p> <p>Signed _____ Date _____</p> <p>Capacity of person signing _____</p>		

## Section B - Complete this section if notifying a change of circumstances

(a) Address of new property occupied by ratepayer (or details of change)		
	Rateable Value	
(b) Date Change Occurred		
<p>I confirm that the changes above are the only changes relating to premises in England occupied by: (insert name of ratepayer) _____ and the date of the changes have been recorded accurately.</p> <p>Signed _____ Date _____</p> <p>Capacity of person signing _____</p>		

### **NOTES**

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

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

**Warning – It is a criminal offence for a ratepayer to give false information when making an application for Small Business Rate Relief.**