

Application for Small Business Rate Relief

Account Number:

Name of ratepayer(s): (include names of all partners and trading name where applicable)

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Please indicate nature of business:

Sole Trader / Partnership / Limited Company / Trust (Delete as applicable)

Address of business to which application relates:

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Is this the only property in England for which you have Business Rates Liability?

Yes ☐

No ☐

If no, please give details:

Address of other property/properties	Property reference number (if known)	Draft RV	Is the property occupied or vacant?

I confirm that the hereditament to which the application relates is the only hereditament* in England occupied by:

Please insert name of ratepayer	
Signature of ratepayer *	
Capacity of person signing:	
Telephone number:	
Email:	
Date:	
Date SBRR claimed from:	

*No account shall be taken of any other hereditament the ratepayer occupies in England where:

- the rateable value of each such hereditament shown in the local non-domestic rating list for that day is not more than £2,899; and
- the aggregate rateable value of all the hereditaments the ratepayer occupies in England, including the hereditament for which relief is sought, is not more than £19,999.

* **the application should be signed by the ratepayer.** 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.