

## **Application for Relief from National Non-Domestic Rate under Local Government Finance and Rating Act 1997 Rural Rate Relief**

Please refer to the guidance notes

Please note that the Council may wish to publicise the awards of discretionary rate relief it grants which may involve naming the organisations that are in receipt of the relief.

### **Section one - To be completed by all applicants**

**1. Contact name for correspondence:**

**2. Trading name of the organisation:**

**3. Contact address:**

**Telephone number:**

**4. Address of the property to which this application relates:**

**5. Please advise which rural settlement the property is in:**

**6. Is your business the only such business in the rural settlement?**

**Yes/No (Please delete as applicable)**

**Section two - To be completed by organisations applying for mandatory relief.**

**7. Purpose for which the property is used: (Please delete as applicable)**

**A. Is the property used wholly or mainly as a general store?**

**YES/NO**

**B. Is the property used wholly or mainly as a post office?**

**YES/NO**

**C. Is the property used as a combined post office/general store only?**

**YES/NO**

**D. Is all or part of the property used as a public house?**

**YES/NO**

**E. Is all or part of the property used as a petrol filling station?**

**YES/NO**

**F. Is the property used wholly or mainly as a food shop?**

**YES/NO**

**G. Is the property used for any purposes other than a general store, post office, public house, petrol filling station or food shop?**

**YES/NO**

**If yes please give details of all other purposes for which the property is used**

**8. If you sell food for human consumption or general household goods please write in the space provided which categories of goods you sell. Any other goods, including confectionary or fast-food, should be listed separately. Please indicate the proportion of your sales or floor space**

**A. Food for human consumption:**

**B. General household goods:**

**C. Other goods:**

**9. If the property is a combined post office/general store please indicate the proportion of your business that is a post office or general store:**

**Section three - To be completed by organisations applying for discretionary relief.**

**10. If you are applying for discretionary relief only please give the nature of your business:**

**11. How does your business benefit the local community and why do you consider that your business is important to the maintenance of village life?**

**Please use a separate sheet if required**

**12. Is there any other information you feel we should take into account when processing your application?**

**Please give details:**

**Please use a separate sheet if required**

## **Section Four - To be completed by all applicants.**

### **Supporting documents**

Please supply the following documents (where applicable) to support this application: Your application may be prejudiced if these are not supplied.

1. Documentation to demonstrate that your business sells food for human consumption. Providing this will help the Council to process your application promptly.
2. Evidence to substantiate that your business is of benefit to the local community.
3. Any other documentation which could assist in the consideration of this application.

### **Declaration**

**I declare that the above information is correct to the best of my knowledge and belief. I agree to inform Vale of the White Horse District Council if the circumstances outlined change.**

**Signed**

**Date**

**Name (in block capitals)**

**Capacity in which signing**

### **For official use only**

Property reference

Account number

Rateable value

Rates payable

Mandatory relief awarded

Y/N

WEF

Discretionary relief awarded

Y/N

WEF

Authorised

Date

## Further Advice on Rate Relief

Further advice or information can be obtained from the Non-Domestic Rates Section on **0845 3002839**

Please return your completed application form to: **Non-Domestic Rates Section, Vale of White Horse District Council, PO Box 161, Erith, DA8 9DR.**

## Alternative formats – standard text

'You can get our [document's name] in alternative formats, upon request. These include large print, Braille, audio cassette, computer disk and email.

Please contact the Non-Domestic Rate Service.



**0845 300 2839**



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