

Application for Small Business Rate Relief (England) 2007/08

Please tell us the address on which you pay business rates:

.....
..... Postcode

Account number:

6	9						
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Do you pay business rates on any other property in England?

(Please do not include Council Tax): Yes ☐ No ☐

If you have answered yes, please tell us the address of the other property(s):

.....
..... Postcode

Ratepayer details

Please tell us the full name of the person (or company, if limited) who occupies the property. If you are a partnership tell us the names of all partners:

Trading name (if different to above):

Change in Circumstances

Date of Change

Please tell us the address of the property that you have started to occupy since making your first application for this valuation period:

.....
..... Postcode

Declaration (Delete as appropriate)

- I confirm that the addresses above are the only properties in England that are in my rateable occupation. **OR**
- I confirm that the change of circumstances is the only change relating to the properties in England that are in my rateable occupation.

I understand that it is a criminal offence to give false information when making an application. I authorise Newcastle City Council to independently verify any of the information given.

Signed Date

Print Name Job Title

If you would like this information in large print, on audio-tape or in another language please call 0845 111 4101.



Are you a
small business?



Do you know you could
reduce your rates
by half?

Did you know that if you are a small business you could be eligible for rate relief?

What is classed as a small business?

1. You only have **one property*** in England, for which you are liable (wholly or jointly) for the payment of Non Domestic rates,
2. The rateable value of that property was **£14,999**, or less, on the **1st April 2005**, and remains below £15000 throughout the financial year, and
3. The property is occupied and you are not entitled to claim any other mandatory relief.

* If you do pay rates on other properties they will be disregarded if their rateable value is £2,199 or lower, provided that the total of all properties rateable value is £14,999 or less.

What are the benefits?

If you qualify, you will have your rates calculated with a lower multiplier of £0.441p. The multiplier for rate-payers who don't qualify for relief is £0.444p. Properties under £10,000 RV will receive additional relief depending on the rateable value of the property:

- RV £1 – £4,999 50% relief
- RV £5,000 – £9,999 relief reducing from 50% to 0.01%
(eg 1% for every £100 above £5,000)
- RV £10,000 – £14,999 reduced multiplier only

Small Business Rate Relief from 1st April 2006 to 31st March 2007

The deadline to apply for Small Business Rate Relief from 1st April 2006 to 31st March 2007 is 30th September 2007

How can I apply?

Please contact this office and we will send you an application form for the period 1st April 2006 to 31st March 2007

Small Business Rate Relief from 1st April 2007

If you apply for Small Business Rate Relief in respect of this financial year and your circumstances remain unchanged, you will not have to re-apply for this relief until the next revaluation which will be 2010.

If your circumstances change

If you qualify for Small Business Rate Relief from 1st April 2007 you must let us know within 4 weeks of the day after the change if

- The rateable value of any property that you occupy outside this area is increased - Please notify us in writing.
- If you start to occupy a property that is not mentioned in your original application - Please complete a new application form.

If you don't let us know of the change within 4 weeks you will no longer be entitled to Small Business Rate Relief. You will lose the relief for the period from the day after the date of the change until the day you notify us. If you remain eligible it will be re-instated from the day you notify us.

How can I apply?

If you want to submit an application, please complete the form on the back page and return it to:

National Non-Domestic Rates, Newcastle City Council, PO Box 1UP,
Newcastle upon Tyne NE99 1UP

If you require assistance contact us:

Telephone: 0191 2778854 Fax: 0191 2778880

Email: business.rates@newcastle.gov.uk

www.newcastle.gov.uk/businessrates