

## BUSINESS RATES: APPLICATION FORM FOR SMALL BUSINESS RATE RELIEF

Please use this form to apply for:

- Small Business Rate Relief
- Please read the notes when completing this application
- You must inform the Council if your circumstances change i.e. you move into another property or the rateable value of any property you occupy increases – this includes those properties in other Councils' areas.

This form should be returned to:  
Business Rates Section, Bolsover District Council, The Arc, High Street,  
Clowne, Derbyshire S43 4JY  
Tel: 01246 242490 Fax: 01246 242423

1. Name of ratepayer:

2. Trading name, if different from above:

3. Is your business being run by:

A sole trader

Joint ratepayers

A partnership

A limited company or plc

4. Type of business:

5. Address of premises for which application is made:

6. What are the premises used for:

7. Billing number:  Rateable value of premises:

8. Do you have other business premises? Yes  No

9. If yes, list all other business premises (occupied or not):

Address	Rateable Value

Address	Rateable Value

**N.B.** If you have entered any information above, you will need to confirm that the application is in respect of your main property, that none of the properties have rateable values above £2,599 and in aggregate all the property rateable values (including your main property) do not exceed £17,999.

10. I confirm that the property (main property) to which this application relates is the only property in England occupied by me, apart from those declared at 9. I confirm that the information given on this form is correct. I understand that to knowingly or recklessly make a false statement on this application is a criminal offence.

I acknowledge that failure to notify the Council within four weeks of the date of change will mean that I will no longer be entitled to relief.

Signed:	Print Name:
Position Held:	Capacity of Signatory:
Date:	Tel. No.:
Email:	Fax No.:

	<p><b>We speak your language</b></p> <p>Polish <b>Mówimy Twoim językiem</b></p> <p>Slovak <b>Rozprávame Vaším jazykom</b></p> <p>Chinese <b>我们会说你的语言</b></p>
	<p><b>If you require this publication in large print or another format please call us on 01246 242424</b></p>



All personal information provided to Bolsover District Council will be held and treated in confidence in accordance with the Data Protection Act 1998. It will only be used for the purpose for which it was given and may be shared with other council departments or third party organisations as noted in the declaration above.