

Enquiries to:
Local Taxation Section
Gosport Borough Council
Town Hall, Gosport,
PO12 1EB

Direct Dial: (023) 9254 5470
Email: businessrates@gosport.gov.uk
Website: www.gosport.gov.uk

Application for Small Business Rate Relief 2017

Ratepayers who occupy a property with a rateable value which does not exceed £50,999 (and who are not entitled to other mandatory relief or are liable for unoccupied property rates) will have their bills calculated using the lower small business non-domestic rating multiplier, rather than the national non-domestic rating multiplier. This is automatically applied to rates bills.

Qualifying Criteria for additional relief.

In addition, generally, if the sole or main property is shown on the rating list with a rateable value which does not exceed £15,000, the ratepayer will receive a percentage reduction in their rates bill for this property of up to a maximum of 100%. For a property with a rateable value of not more than £12,000, the ratepayer will receive a 100% reduction in their rates bill.

Generally, this percentage reduction (relief) is only available to ratepayers who occupy either-

- (a) one property, or
- (b) one main property and other additional properties providing those additional properties each have a rateable value which does not exceed £2,899.

The rateable value of the property mentioned in (a), or the aggregate rateable value of all the properties mentioned in (b), must not exceed £19,999 outside London or £27,999 in London on each day for which relief is being sought. If the rateable value, or aggregate rateable value, increases above those levels, relief will cease from the day of the increase.

c) For those businesses that take on an additional property which would normally have meant the loss of small business rate relief, there is now provision for a temporary extension of entitlement for up to 12 months from the date the additional property is occupied.

The properties must have a qualifying rateable value for everyday that the relief is claimed.

The Ratepayer is under a legal duty to notify the Local Authority of any changes that may affect their entitlement to the relief. (e.g.: A change in the rateable value, Occupation of another property)

To apply, please complete the questions overleaf and return the whole form to the address at the top of this page.



GOSPORT
Borough Council

1. Please give the full address of the property for which small business rate relief is sought:

2. Please give the full address, of any other property in England that the ratepayer occupies and it's rateable value. You are required to indicate "None" if this does not apply. Failure to complete this section will prevent your application from being processed. (Please note that this does not include a property which is solely domestic)

3. Please give the full name of the ratepayer (if a partnership, please give names of all the partners, as well as the trading name is applicable)

4. If the ratepayer is a Limited Company, please give the company registration number:

5. Please give the address of the ratepayer if different to the address in question 1.

6. Please also give the following:

a) telephone number of the ratepayer _____

b) E-mail address of the ratepayer _____

STATEMENT

I confirm that the property(ies) listed above are the only businesses occupied in England by (insert the name of the ratepayer)

I wish to claim the relief from / /

Signature of ratepayer/person authorised to sign: _____

Capacity of person signing: _____

Date: / /

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

A) 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.