

Non Domestic Rates

Application for Relief for Post Offices, General Stores and Food Stores in Designated Rural Areas

EXPLANATORY NOTE

Food Stores, sole Post Offices and sole General Stores, in designated rural areas, whose Rateable Values are not more than £8,500 may qualify for rural relief.

The information requested within this application enables us to establish whether your business meets the qualifying criteria, as detailed in the amended legislation.

From 1 April 2017, and where the qualifying criteria has been satisfied, 100% Mandatory Relief will be awarded and an amended bill will be issued to reflect this.

Please provide all information requested in the relevant sections of this form and return it to the address noted above. Should you require any assistance or further information, please do not hesitate to contact a member of staff on (01738) 477430.

SECTION A:

TO BE COMPLETED IN ALL CASES

Name(s) of Ratepayer(s):

Contact Address:

Daytime Telephone Number:

Email:

SECTION B:

COMPLETE IF APPLYING IN RESPECT OF A POST OFFICE

(1) Full Postal Address of Post Office, in respect of which you are applying for Relief:

(2) Rates Account Number:

(3) Rateable Value:

(4) Is your business used for the purposes of a Post Office, within the meaning of the Post Office Act 1953?

YES / NO

(5) Is the Post Office your main type of business at the address?

YES / NO

If "NO", please give details:

(6) Are there any other Post Offices within the local area?

YES / NO

If "YES", please give details of the other businesses:

Please also complete overleaf.

SECTION D:**COMPLETE IF APPLYING IN RESPECT OF A FOOD / GENERAL STORE**

(1) Full Postal Address of Food Store, in respect of which you are applying for Relief:

(2) Rates Account Number:

(3) Rateable Value:

(4) (a) Does your business consist WHOLLY or MAINLY, of the sale (by retail) of food for human consumption? **YES / NO**

(b) Do you also sell household goods? (please give brief details below) **YES / NO**

(5) Do you retail confectionary? **YES / NO**

If "YES", is this a major part of your business? **YES / NO**

(6) (a) Does your business supply food for consumption on the premises? **YES / NO**

(b) Do you supply heated food for consumption off the premises? **YES / NO**

If you have answered "YES" to either of the above, please provide the following information:

Provide information regarding the supply of food consumed on the premises / heated food for consumption off the premises:

(c) Do you consider this to be a major part of your business? **YES / NO**

(7) Is the Food Store your main type of business at the premises detailed in (1) of this section? **YES / NO**

If "NO", please give details:

(8) Are there any other food stores within the local area? **YES / NO**

If "YES", please give details of the other businesses:

PLEASE USE A SEPARATE SHEET IF NECESSARY

SECTION F**DECLARATION - TO BE COMPELETED IN ALL CASES**

Please read this declaration carefully before you sign and date it.

I / We certify that the information supplied is accurate.

I / We understand that to deliberately provide false information for monetary advantage is a criminal offence and that legal action may be taken should false information be given.

I agree to inform Perth and Kinross Council immediately regarding any change in the property which may affect entitlement to Mandatory Relief.

Signature:

Date:

DATA PROTECTION

Any information you have provided will be used for the billing and collection of local taxes and the recovery of any unpaid debts due to the Council. Disclosures to third parties will only be made to agents employed by Perth & Kinross Council to recover unpaid debts and to those organisations with a legal right of access, e.g. HMRC. This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud therefore it may also share this information with other bodies for these purposes.

In terms of The Data Protection Act 1998, you are entitled to know what information Perth & Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Data Protection Officer, 2 High Street, Perth, PH1 5PH. Phone 01738 477933 or email dataprotection@pkc.gov.uk

For further information please visit our website www.pkc.gov.uk/dataprotection.

For Official Use Only

Relevant Checks Satisfied (list, other criteria):

Period of Relief:

Authorised By:

Amount of Relief:

Actioned By:

Date Processed: