

## 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

### 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**



## Further Advice on Rate Relief

Further advice or information can be obtained from the Non-Domestic Rate Service on **0845 300 5562**.

Please return your completed application form to: **Non-Domestic Rates Section, South Oxfordshire District Council, PO Box 162, Erith, DA8 9DS**

## Alternative formats

'You can get our non-domestic rate relief application 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 5562**



[sodc.businessrates@secure.capita.co.uk](mailto:sodc.businessrates@secure.capita.co.uk)