

NON DOMESTIC RATES

SMALL BUSINESS BONUS SCHEME APPLICATION

ACCOUNT REF. NO

Name & Address

**Inverclyde Council,
Finance Services,
Municipal Buildings,
Greenock,
PA15 1LX.**

**Tel: 01475 712961
Fax: 01475 712168**

Issued by:

Date:

Dear Sir/Madam,

From 1st April 2008 a new form of rates relief for small businesses will be introduced. The Small Business Bonus Scheme replaced the Small Business Rates Relief Scheme and will benefit businesses with properties for which the combined rateable value is £18,000 or less. The combined rateable value of all properties in Scotland of which the business is in rateable occupation or (if vacant) which the business is entitled to occupy is taken into account.

| Combined Rateable Value of all properties | 2017-18 relief* |
|--|--|
| Up to £15,000 | 100% |
| £15,001 to £18,000 | 25% |
| £18,001 to £35,000 | 25% on individual property each with a rateable value up to £18,000 ** |

** Eligibility subject to compatibility with State Aid rules.*

*** A ratepayer with multiple properties with a cumulative RV between £15,001 and £35,000 can be eligible for 25% relief for individual properties each with RV up to £18,000.*

If you think that you may be eligible for this relief, please complete and return this form to the address shown above.

If you need any help or assistance in completing this form, please phone 01475 712961 and ask for the rating section.

Yours faithfully

Revenues & Customer Services Manager

The Property

The address of the property for which you are claiming:

| Address | Rates Reference | Rateable Value |
|---------|-----------------|----------------|
| | | |

Other Properties

Please give details of **all properties** including **empty and unoccupied premises** on which you or any persons detailed above has a rates liability anywhere in Scotland. If there are no properties please state "NONE" in the box below. Please enclose a copy of the **current** rates bill for **each of** these other properties with this claim.

| Address | Rates Reference | Rateable Value |
|---------|-----------------|----------------|
| | | |
| | | |
| | | |
| | | |

Applicants should note that the small business bonus scheme is regarded as de minimus State aid for which the ceiling is 200,000 Euros (approx. £143,000) over a rolling three year period. If you consider that you have already received in excess of, or close to receiving this sum during the past three years, please provide details below.

| |
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Declaration

I declare that to the best of my knowledge the information given is true and correct. I understand that Inverclyde Council may make any enquiries it considers appropriate to verify this claim. **I undertake to advise the Council of any change of circumstances including the occupation/vacation of any other property I may occupy in Scotland**, which may affect liability for non-domestic rates relief.

Please sign and date the form, and if signing on behalf of a business please state in what capacity you are signing e.g. Owner, Director, Manager, Partner, Agent etc.

Signed _____

Date _____

Print Name _____

Capacity _____

Contact Telephone Number _____