

# Application for Discretionary Rural Rate Relief

If you need any help with completing this form,  
please phone: 01507 329412

Please:

- Use BLOCK LETTERS
- Read the guidance notes carefully before completing this form
- Answer ALL questions. Continue on a separate sheet if necessary

Account Number:

Property Reference:

## Section 1

Name of Applicant:

Correspondence  
Address:

  
Postcode:

Property address  
which the application  
relates to:

  
Postcode:

Contact telephone number:

The property is situated in the Rural Settlement of:

The Rateable Value is:

## Section 2

1. Is your business conducted solely in the Rural Settlement?

Yes  No

2. Is your business open all year round?

Yes  No

If NO, please give details:

  

3. Are your customers mainly residents of this Rural Settlement?

Yes  No

If NO, please give details:

  

4. Please list any special features which are of significant benefit to the local community which sets your business apart from other similar businesses in East Lindsey:

5. What is the nature of your business?


6. Are there any businesses similar to yours in the Rural Settlement?

Yes  No

7. How many people do you employ (including the owner(s) of the business?)

8. Do you receive any financial support?

Yes  No

If YES, please give details:

9. Have you any income other than that shown in your accounts?

Yes  No

If YES, please give details:

10. If East Lindsey District Council reduces your rate liability, a cost is passed to the local Council Tax payers. In what way do you believe it would be of benefit to those taxpayers to grant the relief?

Please enclose copies of your last two years audited accounts. If the business has been trading for a lesser period, all available accounts must be submitted.

### Section 3

#### Declaration

I declare that the information that I have given on this form is true and complete.

Your information will be processed in accordance with the law, in particular the Data Protection Act 1998. The information that you provide will only be used for Council purposes unless there is a legal authority to do otherwise.

**Warning:** If a person knowingly makes a false declaration in order to obtain a reduction in their Business Rate liability, they may be found guilty of an offence under Section 2 of the Theft Act 1978, which can lead to imprisonment.

Signed:

	Date:    /    / 20
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Name (Block Letters):

Capacity in which signed:

Please return the completed form to East Lindsey District Council at the address on the bottom of this page.

**Important Notice** We have a legal duty to pass on information to HM Revenue and Customs. This information can include details about your Business Rates account, such as: your business name, business address, billing address, occupancy details, premises description and amount payable.

In certain circumstances, up to 100% discretionary rural rate relief can be granted in respect of occupied properties meeting certain criteria: -

- The rateable value is not greater than £16,500
- The property is situated in a rural settlement\*

\* The Rural Settlement Register includes all parishes with a population of 3,000 or less. The Register can be viewed online at <http://www.e-lindsey.gov.uk/Business/rates/reductions+and+relief.htm>, or is available for public inspection at Tedder Hall, Manby. The Register includes all parishes in East Lindsey except Louth, Holton Le Clay, Horncastle, Skegness, Mablethorpe, Sutton On Sea, Alford, Woodhall Spa, Coningsby and Chapel St Leonards.

Before making a decision to grant discretionary rural rate relief, it must be established that: -

- a) The property is used for purposes which are of benefit to the local community,  
and
- b) It would be reasonable for the billing authority to make such a decision having regard to the interests of persons liable to pay council tax.

When discretionary rate relief is granted, there is a cost to East Lindsey's council tax payers. In reaching a decision on any application for discretionary rural rate relief, the Council must balance the benefit to the business with the cost to the community.

It is this Council's belief that the spirit of the legislation is to assist business and amenities that contribute significantly to the quality of life of the people who have their main home in the rural settlement.

In general, it is unlikely that businesses such as takeaway food outlets, restaurants and public houses will be granted discretionary rural rate relief. This is also likely to be the case where other similar businesses to that of any applicant which trade in the same rural settlement.

Applicants will be required to demonstrate that their business has one or more special features that are of a significant benefit to the local community, and which sets that business apart from other similar businesses in East Lindsey District.

The Discretionary Rate Relief Policy can be found online at [www.e-lindsey.gov.uk](http://www.e-lindsey.gov.uk)