

PART A | **To be completed by all organisations.**

1. Name of occupier/applicant

2. Name of owner, if different from above

3. Date of occupation (if after 1st April, 1998)

4. Please state type of business

5. If a general store please describe:

(a) Type of goods sold (see notes at the end of this document)

(b) Percentage of sales of food

(c) Percentage of sales of household goods

(d) Percentage of sales of confectionary

6. Is your business, to the best of your knowledge, the only business of its type in the rural settlement

7. State the rateable value of the premises (this

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can be found on your rate demand)

PART B	To be completed by businesses who wish to be considered for discretionary relief, either in addition to the mandatory element for general stores and post offices, OR for other businesses which benefit the rural community.
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8. Please give details of the use of the property and describe the business carried out

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9.. Please give the location of the nearest alternative business to your own, i.e. if your business did not exist, where would local residents go for the service you provide?

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10. Does your business provide employment for local residents?

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(b) If yes, how many people

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11. Are there any local sports/interest groups run from your premises? e.g. darts team. Please give full details.

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(b) What percentage of total sales are comprised of:

(i) drink?

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(ii) food?

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12. Please state how and why you believe your business benefits the local community, e.g. what affect would it have if your business ceased to trade? (Please continue on a separate sheet if necessary).

12.	
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I certify that the information I have provided is correct

Signature	Date
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Please confirm a telephone number on which we can contact you if we have any queries	
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Business Rates Notes on Rural Rate Relief

Eligibility For Mandatory Relief

To Qualify for 50% **mandatory rate relief** under the rural rate relief scheme, the property must:

- (i) be within the boundaries of a qualifying settlement.
- (ii) have a rateable value of not more than £6000 if it is a general store, qualifying food store or post office
- (iii) have a rateable value of not more than £9000 if it is a public house or petrol filling station
- (iv) be used, in whole or part, as a petrol filling station, public house, general store or the only post office , or both and
- (v) be the **only** petrol filling station, the **only** public house, the **only** general store or the **only** post office in the settlement.

It is possible for both a General Store and a Post Office in the settlement to qualify for mandatory rate relief, provided that both meet the criteria.

General Stores/Qualifying Food Stores

To qualify for mandatory relief, a general store must be one in which there is carried on a trade or business consisting wholly or mainly of the sale, by retail, of both food for human consumption (excluding confectionery) and general household goods. A qualifying food store must also be carrying on a trade or business consisting wholly or mainly of the sale, by retail, of both food for human consumption (excluding confectionery and excluding the supply of food in the course of catering).

Note : The supply of food in the course of catering includes-

- (i) Any supply of food for consumption on the premises on which it is supplied; and
- (ii) any supply of hot food for consumption off those premises

The Council is required to satisfy itself as to which, if any, of the businesses in the settlement are general stores within the meaning of the Local Government and Rating Act 1997. A general store will only qualify as such for mandatory relief if it is the **only** such store within the boundaries of the settlement.

Where there are two general stores within the settlement, neither can qualify for mandatory relief on that basis, although if either functions as a post office, relief may be claimed independently on that ground.

Stores that sell confectionery as well as food and household goods.

“Excluding confectionery” simply means that confectionery does not count as food for the purpose of deciding whether a shop is a general store. A store must wholly or mainly sell other types of food and household goods to be able to qualify for mandatory relief.

Public House

means premises for which an appropriate licence under the relevant Licensing Act is in force.

Petrol Filling Station

means premises where petrol or other automotive fuels are sold retail to the general public for fuelling motor vehicles intended or adapted for use on roads.

Eligibility for consideration for discretionary rate relief.

The Council may allow relief to any general store and/or post office which qualifies for mandatory relief. They may also grant rate relief to **any** rural business provided that it:

- (i) is within the boundaries of a qualifying settlement
- (ii) has a rateable value of not more than £12000
- (iii) is used for purposes which are of benefit to the local community, and
- (iv) is reasonable for the authority to make such a decision having regard to the interests of persons liable to pay the Council Tax set by it

If you would like further information or advice on completing this form, please contact the Business Rates staff for assistance.