

**APPLICATION FOR NON DOMESTIC
RURAL RATE RELIEF**



**Melton
Borough
Council**

PLEASE COMPLETE ALL SECTIONS
AND RETURN TO THE COUNCIL
OFFICES AT THE ADDRESS OPPOSITE

Nottingham Road
Melton Mowbray
Leicestershire
LE13 0UL
Tel: (01664) 502502
Fax: (01664) 410283

Property Number	
Account Number	
Date of Issue	

PLEASE READ THE NOTES OVERLEAF BEFORE COMPLETING THIS FORM

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1. Name of the ratepayer
 2. Address of the property concerned

Mandatory Relief (If you are only applying for discretionary relief, please go straight to question 9)

3. Is the property the only Post Office in the village? YES / NO
4. Is the property the only General Store in the village? (selling BOTH food for human consumption, excluding confectionary, and general household goods) YES / NO
5. Is the property the only public house in the village? YES / NO
6. Is the property the only petrol filling station in the village? YES / NO
7. Is the property a village food store? YES / NO
8. Has the property been converted from agricultural use? YES / NO

If you are only applying for mandatory relief, please turn over and sign and date where indicated.

Discretionary Relief (Questions 9 – 13 must be completed if you wish to apply for discretionary relief)

9. Please give a brief description of the type of trade carried out at the premises.
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10. Please provide details of:
The total number of people employed at the premises.
The number of those employees who live in the village.
The number of employees who live within the Borough of Melton.
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11. If you believe that the business provides a community service, facility or focus please outline how / why you believe it does this.
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12. Do people from outside of the village use your business?

YES / NO / DON'T KNOW

13. If yes, to what extent do they also use other businesses within the village at the same time?

Signed: _____

Please Print Name: _____

Tel No. _____

Date: _____

NOTES

Mandatory relief can be awarded to the sole Post Office and / or general store in a village, provided that the rateable value of the property is £8,500 or less and the village appears in the Council's Rural Settlement list.

Relief can also be awarded to village food stores that wholly or mainly sells food for human consumption. This however, excludes confectionery and catering (which includes the sale of hot food for consumption off of the premises). To qualify for this relief, the rateable value must be £7,000 or less. Additionally relief can also be given to either the sole petrol station or public house in a village providing that the rateable value is £12,500 or less. In respect of the public house, it must have a premises licence that does not restrict alcohol sales to customers in premises being used as a restaurant, hotel or boarding house.

If mandatory relief is applicable your bill will be reduced by 50%. You can also apply for discretionary relief of up to 50%.

If you do not qualify for mandatory relief you can still apply for discretionary relief, provided that the rateable value of the property is £16,500 or less and the village appears in the Council's Rural Settlement list. If awarded discretionary relief can be up to 100%.

ALL APPLICATIONS FOR DISCRETIONARY RELIEF MUST BE ACCOMPANIED BY A COPY OF YOUR LATEST AUDITED ACCOUNTS

Support from the Parish Council and / or local community will be taken into account when determining your application but it will not be a conclusive factor. If you do not have such support you may still apply.

Relief will only be granted to the end of the financial year, 31st March, but you will be sent a form to re apply prior to this date.

If you wish to discuss any aspect of this relief prior to completing your application, please contact the Revenues Section, as detailed overleaf, at your convenience.

For office use only:	
Type of relief: _____	Period of relief _____
Percentage relief granted _____	Authorisation _____