

**NON-DOMESTIC (BUSINESS) RATES - APPLICATION FOR RETAIL,
HOSPITALITY, LEISURE AND AVIATION RELIEF 2021-22**

Please enter the full address including postcode of the non-domestic property for which you are claiming:

Customer Account Number (check your Business Rates Bill):

If Billing Account reference is not known, provide Assessor Property Reference (can be checked on <https://www.saa.gov.uk>):

Qualifications

100% Non- Domestic (Business) Rates relief is available under The Non-Domestic Rates (Coronavirus Reliefs) (Scotland) Regulations 2021, known as **Retail, Hospitality, Leisure and Aviation relief**.

The Non-Domestic (Business) Rates Relief for eligible properties in these sectors will be available for the whole of 2021-22. The list of eligible premises used wholly or mainly for Retail, Hospitality, Leisure and/or Aviation purposes are set out in schedules 1 and 2 of the regulations: <https://www.legislation.gov.uk/ssi/2021/151/made>.

If the property is already in receipt of 100% non-domestic rate relief in 2021-22, such as the small business bonus scheme, you should not apply for Retail, Hospitality and Leisure relief.

1. Ratepayer

Please provide full details of the Ratepayer (person(s) / business liable to pay the rates on the above property).

Ratepayer (check person or company named on your Business Rates bill):

Legal Structure of the Ratepayer (Please put an 'X' in the relevant box):

<i>Individual</i>	<input type="checkbox"/>
<i>Sole Trader</i>	<input type="checkbox"/>
<i>Partnership</i>	<input type="checkbox"/>
<i>Private Limited Company (LTD)</i>	<input type="checkbox"/>
<i>Public Limited Company (PLC)</i>	<input type="checkbox"/>
<i>Limited Liability Partnership (LLP)</i>	<input type="checkbox"/>
<i>Charitable Organisation</i>	<input type="checkbox"/>
<i>Other (Please State)</i>	<input type="text"/>

*IF APPLICABLE, Companies House Registration number or Charity Registration number.
(Company number eg: 03493961)*

2. Property

Was the property in receipt of Retail, Hospitality, Leisure and Aviation relief in the 2020-21 financial year?

(Please put an X in the relevant box)

Yes

No

Don't know

What category best describes the activity(s) wholly or mainly carried out at the property from the Schedule of eligible properties <https://www.legislation.gov.uk/ssi/2021/151/schedules/made>

Is your property currently vacant?

(Vacant does NOT include unoccupied premises in temporary suspended use resulting from lockdown restrictions)

(Please put an X in the relevant box)

Yes

No

Don't know

3. Declaration

Please read this declaration carefully before you sign and date it.

I am duly authorised by the Ratepayer to make the application.

I declare that the information given on this form is correct and complete to the best of my knowledge.

I authorise the Council to make any necessary enquiries to check the information.

I authorise the Council to cross check the information with other Councils in Scotland.

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 (Business) Rates Relief.

I understand that if I give information that is incorrect or incomplete or fail to report changes in circumstances, I (or the Ratepayer I represent) may be prosecuted.

I understand that the Council will reclaim any incorrectly awarded Non-Domestic (Business) Rates Relief.

I have read and understand the privacy notice accompanying this relief application

<https://www.aberdeencity.gov.uk/your-data/why-and-how-we-use-your-data/your-data-business-rates>

I claim the above relief from non-domestic rates liability.

Applicant Name:

Telephone No:

Capacity (e.g. Owner; Tenant Agent; Employee):

E-mail Address:

Contact Address:

Your

Signature:

Date:

When completed, this form should be returned by email to: businessrates@aberdeencity.gov.uk

Aberdeen City Council, Business Rates Team, Business Hub 16, Marischal College, Aberdeen, AB10 1AB

If you have any general enquiries or require help in completing this form, please telephone 01224 346146