

London Borough of Hammersmith & Fulham

PO Box 1453, London W6 9UU
Email: businessrates@lbhf.gov.uk
Web: www.lbhf.gov.uk

Application for Business Rates Retail Discount 2019/20 and 2020/21

1. Your business rates account number (see your bill) _____
2. Name of ratepayer (as shown on your bill) _____
3. Address of the property you are applying for retail discount for _____

4. Declaration: I confirm that the property is occupied and is wholly or mainly used for the following purposes(s) _____

I believe that this occupation qualifies under one or more of the categories listed in Section 1 of the qualifying criteria, on the back of this form.

YES / NOT SURE (please delete as appropriate)

Note: If you answered "NOT SURE", the Council will contact you to clarify the position. The granting of Retail Discount is subject to your organisation not receiving more than €200,000 (around £165,000) **in total** of De Minimus State Aid within the current or previous two financial years (De Minimus Regulations EC 1407/2013). Has your organisation received more than €200,000 in De Minimus Aid during this period? (Retail Discount being granted on other properties counts towards your total aid received).

YES / NO (please delete as appropriate)

If your circumstances change in the future and your organisation no longer meets the qualifying criteria, you must notify us immediately so that the Retail Discount can be removed from the date the change occurred.

By signing this application, you agree that the information provided is true to the best of your knowledge and belief. Wilfully making a false statement on the application form is an offence and may result in legal action being taken against you.

Name:	Signature:
Position:	Telephone:
Email:	Date:

Note: Under European Commission rules you must retain a copy of this application form for three years and produce it on any request by the UK public authorities or the European Commission (you may need to keep this letter longer than three years for other purposes).

Furthermore, information on State Aid must be supplied to any other public authority or agency asking for information on 'De Minimus' aid for the next three year

Business Rates Retail Discount– Qualifying Criteria

Section 1

At the Autumn Budget 2018, the Chancellor announced that eligible retailers will receive a one third discount on their business rates for two years from April 2019.

Occupied properties will qualify for Retail Discount if they have a rateable value of less than £51,000 and are wholly or mainly used for one or more of the following purposes:

- Shops (such as: florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off licences, chemists, newsagents, hardware stores, supermarkets)
- Charity shops
- Opticians
- Post offices
- Furnishing shops/ display rooms (such as: carpet shops, double glazing, garage doors)
- Car/caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale/hire)
- Hair and beauty services (such as hairdressers, nail bars, beauty salons, tanning shops)
- Shoe repairs/ key cutting
- Travel agents
- Ticket offices e.g. for theatre
- Dry cleaners
- Launderettes
- PC/ TV/ domestic appliance repair
- Funeral directors
- Photo processing
- DVD/ video rentals
- Tool hire
- Car hire
- Restaurants/ Takeaways
- Sandwich shops
- Coffee shops
- Pubs
- Bars

Section 2

Please note that the following types of uses are not eligible for Retail Relief;

- 1) Properties that are being used for the provision of the following services to visiting members of the public:
 - Financial services (e.g. banks, building societies, cash points, bureau de change, payday lenders, betting shops, pawn brokers)
 - Other services (e.g. estate agents, letting agents, employment agencies)
 - Medical services (e.g. vets, dentists, doctors, osteopaths, chiropractors)
 - Professional Services (e.g. solicitors, accountants, insurance agents/financial advisers, tutors)
 - Post office sorting office
- 2) Properties that are not reasonably accessible to visiting members of the public