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Non-Domestic Rates
Small Business Bonus Application Form

Please complete only **ONE** form, ensuring that you have entered information regarding **ALL** properties in Scotland which you occupy or (if vacant) are entitled to occupy.

YOU CAN QUALIFY FOR THIS RELIEF EVEN IF YOU ARE NOT OPERATING A BUSINESS FROM THE PROPERTY (E.G. LIVING HUT, GARAGE, CARAVAN ETC)

(PLEASE USE BLOCK CAPITALS AND COMPLETE ALL SECTIONS IN BLACK INK)

SECTION A - Please provide details of all commercial properties within the Angus area which you occupy or (if vacant) are entitled to occupy. (Do not include domestic properties that you pay Council Tax for).

Account Number (if known)	Property Address	Rateable Value (if known)

SECTION B - Please provide details of all commercial properties elsewhere in Scotland which you occupy or (if vacant) are entitled to occupy. IF THERE ARE NO PROPERTIES PLEASE STATE 'NONE'

Account Number (if known)	Property Address	Rateable Value (if known)	Council Area in which property is situated

PLEASE NOTE THAT YOU MAY BE ASKED TO PROVIDE DOCUMENTARY EVIDENCE IN SUPPORT OF YOUR APPLICATION.

SECTION C - STATE AID

"Applicants should note that the Small Business Bonus for which they are applying is being granted as de minimus aid for State Aid purposes. There is a ceiling of 200,000 Euro's (approx £150,000) of de minimus aid, that can be granted over a three year period and if you consider that you have already received in excess of, or close to, this sum over the past three years, please provide details". **IF THIS IS NOT APPLICABLE STATE 'N/A' BELOW.**

SECTION D - DECLARATION

- I certify that to the best of my knowledge and belief, the information which has been supplied is accurate.
- I understand that to deliberately provide false information for monetary advantage is a criminal offence.
- I understand that Angus Council may undertake such enquiries it considers necessary to verify this claim.
- I undertake to advise the Council of any change of circumstances which may affect entitlement to any Relief which may be granted.
- **PLEASE ENSURE THAT SECTIONS A, B & C HAVE BEEN FULLY COMPLETED BEFORE RETURNING THIS FORM.**

Signature: _____ Position : _____

Print Name: _____ Date : _____

Contact Tele No : _____ Email Address: _____

If you require any assistance to complete this form please telephone (01382) 536543 and ask for the Non-Domestic Rates section.

TRANSLATION

Contact our ACCESS line on 08452 777778 if you would like this leaflet translated into Chinese, Urdu, Hindi, Punjabi or Gaelic or in large print, audio or braille.

Additional Information

Examples of changes of circumstances which may effect your entitlement to this relief are:

- If the rateable value of any commercial property you have in Scotland changes – increase or decrease
- If you commence occupation of another commercial property in Scotland
- If you vacate any commercial property in Scotland
- If you receive State Aid as detailed in Section C of this application.

You should notify the Non-Domestic Rates Section should any of these occur.