

## NON-DOMESTIC RATES APPLICATION FOR FRESH START RELIEF

The address of the property for which you are claiming:	Non-Domestic Rates Reference:  Property Description:  Rateable Value:  Dates:
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From 1 April 2021, Fresh Start relief allows for 100% relief for up to 12 months for new occupation of a property that has been receiving empty property relief for 6 months immediately preceding new occupation.

The rateable value of the eligible property must not exceed £100,000 (£95,000 prior to 1 April 2023).

An application for relief must be made and any relief may not be backdated i.e. an application must be made in-year and relief provided from 1 April of that financial year.

When completed, this form should be e-mailed to: **nondomesticrates@edinburgh.gov.uk**.

or returned to:

Non-Domestic Rates Section  
The City of Edinburgh Council  
PO BOX 463  
Edinburgh  
EH7 9DJ

If you have any general enquiries or require help with completing this form, please phone 0131 608 1133

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

Ratepayer Name (person or company named on your non-domestic rates bill):

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

Individual	<input type="checkbox"/>
Sole Trader	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
Private Limited Company (LTD)	<input type="checkbox"/>
Public Limited Company (PLC)	<input type="checkbox"/>
Limited Liability Partnership	<input type="checkbox"/>

(LLP)  
Charitable Organisation  
Other (Please State)


If applicable, Companies House Registration number or Charity Registration number:  
(Company number e.g.: 03493961)

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**2. Please give details below of the last use of the property you are applying for and the date the property became occupied. If there has been no prior use, please supply the intended use of the property:**

Last use: 



 Date of occupation:

**3. Do you provide loan agreements in relation to which the credit provided is to be repaid or substantially repaid over a period that does not exceed twelve months?**

Yes  No

**If yes please provide copies of your standard loan agreement. (please note applications without this documentation cannot be considered)**

#### 4. Declaration

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

- 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 Rates Relief.
- I understand that if I give information that is incorrect or incomplete or fail to report changes in circumstances, I may be prosecuted.

I claim relief from the Non-Domestic Rate

<b>Your Signature:</b>	<input type="text"/>	<b>Date:</b>	<input type="text"/>
<b>Name:</b>	<input type="text"/>	<b>Capacity (e.g. Owner; Tenant Agent):</b>	<input type="text"/>
<b>Telephone No</b>	<input type="text"/>		

E-mail Address

Home Address

When completed, this form should be returned to:

**Non-Domestic Rates Section  
The City of Edinburgh Council  
PO Box 463  
EDINBURGH  
EH11  
3YJ**

<b>For Office Use</b>	
<b>Actioned By</b>	
<b>Date</b>	

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