

(Phone calls may be recorded)

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## **Discretionary Rate Relief - Application Form and Request for Accounts. Section 49, Hardship Relief**

Section 49 of the Local Government Finance Act 1988 allows Councils to award discretionary relief to ratepayers suffering financial hardship, provided it is reasonable for the authority to do so, having regard to the interests of its Council Tax payers.

In Mid Sussex, Section 49 Hardship relief may be granted to shops which fall outside the criteria for village shop relief.

If you wish to apply for Section 49 hardship please complete and return the application form and return it to the address at the top of this page together with copies of your latest audited accounts.

**No rate relief will be granted unless the Council receives these documents.**

Given the financial pressures on the Councils budget, the amount of Discretionary relief, if previously granted, may not be sustainable at the same percentage, and you should be aware that these amounts may vary in the future.

**Discretionary Rate Relief - Application Form**  
**Section 49 Hardship relief**

Name and Address of National Non-Domestic Ratepayer:

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Non-Domestic Rate Account No: .....

Situation of Business Premises: .....

Description of Business: .....

**Particulars in support of claim**

a) What range of products or service does the shop/post office/business offer to the village?

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b) Opening hours of shop/post office/business.....

c) Number of employees full and part time.....

d) Does the shop have a sub post office facility? .....

e) Are pensions paid at the sub post office? .....

f) Does the shop/business offer a local delivery service? .....

g) Does the shop/business provide any other local service? .....

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h) Distance of nearest alternative facilities.....

i) Availability of public transport from village to alternative facilities – for elderly and non-mobile members of the village community: .....

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Please state why the closure of this business through financial hardship would be severely detrimental to the local community (continue on separate sheet if necessary)

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**Declaration**

I hereby certify that the particulars I have given are correct to the best of my knowledge and belief

Signature: ..... Date: .....

Full name and address: .....

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Contact telephone number: ..... Email Address: .....

**Please Note:** All completed applications should be accompanied by copies of the previous two years audited accounts and balance sheets.

**Please note:** Information will only be kept in accordance with the General Data Protection Regulation and the Data Protection Act 2018. Mid Sussex District Council will not supply information to any other organisation or individual except to the extent permitted by law in carrying out any of its functions.

Please refer to our privacy notice on our website at <https://www.midsussex.gov.uk/about-us/privacy-notice> for further details.