

(Phone calls may be recorded)

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## **Discretionary Rate Relief - Application Form and Request for Accounts. Village Shops, Post Offices and other Businesses**

Certain types of properties in a rural settlement with a population below 3,000 may be entitled to relief. The property must be the only general store, the only post office or a food shop and have a rateable value of less than £8,500 or the only public house or the only petrol station and have a rateable value of less than £12,500. The property has to be occupied.

An eligible ratepayer is entitled to a relief at 50% of the full charge. In addition, up to a further 50% Discretionary relief may be granted if it is the only store or post office in the area

If you wish to apply for relief 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 and Request for Accounts.  
Village Shops, post offices and other Businesses**

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:

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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?.....

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: .....

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)

**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.