

Certain types of business in rural villages, with a population below 3,000 may qualify for rate relief of 50%. Businesses that qualify for this relief are as follows;

- the sole general store or the sole post office in the village, provided it has a rateable value of up to £8,500;
- any food shop with a rateable value of up to £8,500;
- the sole pub or the sole petrol station in the village provided it has a rateable value of up to £12,500.

Burnley Council has the discretion to give further relief on the remaining bill on such properties.

Burnley Council may decide to give up to 100% relief to any other business in such a rural village, with a rateable value of up to £16,500, if it is satisfied that the business is of benefit to the community and having regard to the interests of its council tax payers, who would have to contribute towards the cost of giving such relief.

To apply for help: the Council needs a completed application form from the ratepayer along with detailed audited accounts or independently verified accounts for the past two years (or in the case of a new business established for less than twelve months, estimates of annual income and expenditure)

The start date of the relief will not be earlier than the start of the financial year in which the application was made.

Relief will be awarded up until the end of the financial year in which the application was made, with a fresh application being required from the ratepayer in respect of any hardship relief requested for subsequent financial years.

The decision to award relief will be made by the Council's Head Of Finance and Property.

Application for Mandatory and Discretionary  
Rate Relief for businesses in Rural Areas.

1	Name of Ratepayer	
2	Business Rates Account Number	
3	Address of property on which you are claiming relief	
4	Ratepayer's address (if different to 3)	
5	What period are you claiming relief for? (EG – 1 June 2018 to 31 March 2019)	
6	What type of goods and services does the business sell or provide?	
7	What area does the business serve?	
8	Does the business provide a unique service to the local community and which is not provided elsewhere in the area? Explain how	
9	Number of people employed by the business – specify number of full-time and part-time employees.	
10	Number of those employees who live in the Burnley area?	

<b>11</b>	<b>Provide a brief statement explaining why your business is of benefit to the local community.</b>	
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**I understand that I am not entitled to withhold the payment of rates pending the determination of this application.**

<b>Signed</b>	
<b>Print Name</b>	
<b>Position held in the business</b>	
<b>Email Address</b>	
<b>Contact Telephone Number</b>	

**Please send your completed application along with:**

- Your accounts for the past two years.

**to Burnley Borough Council, Revenues & Benefits Service, PO Box 1128, Nelson, BB9 4GF**

**or email your documents to**

**localtaxation@burnley.gov.uk**