



NON-DOMESTIC RATES APPLICATION FOR TRANSITIONAL RELIEF

The address of the property for which you are claiming:	Account ref:
	Rateable value:
	Dates:

Introduction

Transitional relief has been introduced effective from 1 April 2017 for one financial year only to cap increases in non-domestic rates at 12.5% for properties which are used mainly or wholly for certain specified purposes. Details of these categories are listed below.

- **Bed and breakfast accommodation**
- **Camping site**
- **Caravan**
- **Caravan site**
- **Chalet and holiday hut**
- **Guest house, hotel and hostels**
- **Public house**
- **Restaurants**
- **Renewable energy generation**
- **Self-catering holiday accommodation**
- **Timeshare accommodation**

1. Ratepayer

Please provide full details of the person/persons liable to pay the rates on the above property.

Liable Party:

Communication Address/Telephone Number:

2. Property

Please give details below of the current use of the property you are applying for.

3. Other Properties (not including domestic)

Please state details of any other property/properties **including vacant premises**, anywhere in Scotland which you or any persons detailed above receive a rates bill(s). If there are no properties, please state "NONE". If the other properties are out with this Council area please enclose a copy, if possible, of the latest bill with this claim.

Address	Rates Reference	Rateable Value	Vacant (Y/N)

4. European Commission de minimus State Aid

Have you (i.e. your business) received any public sector assistance through the State Aid Scheme over the last 3 years? Yes/No. (Information regarding State Aid can be found at the State Aid Unit website: www.stateaidscotland.gov.uk). If yes, please provide details below.

5. 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).

6. 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.

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

When completed, this form should be returned to:

Non-Domestic Rates
The City of Edinburgh Council
PO Box 463
EDINBURGH
EH7 9DJ

For Office Use	
Actioned By	
Date	

If you have any general enquiries or require help in completing this form, please telephone 0131 608 1133.