

Contact: Business Rates
Telephone: 03000 268997
Fax: 01207 218876
Web: www.durham.gov.uk/businessrates
E:mail: businessrates@durham.gov.uk
Account no:
Your ref:



NDRETDIS

A Ratepayer
Address
Address
Address
Post Code

Date

Dear Sir/Madam

Important: Business Rates Retail Discount

Property Address

On 29 October 2018 the Government announced that it will introducing a new Retail Discount scheme for occupied retail properties with a rateable value of less than £51,000 for 2019-20 and 2020-21. The value of discount available will be one third of the bill after any mandatory and /or discretionary reliefs have been applied.

To qualify for the relief the property should be wholly or mainly used as a retail outlet such as a shop, restaurant, café or drinking establishment.

Government guidance on the operation of the scheme can be found at [Business rates: retail discount - guidance - GOV.UK](#)

Awards of relief such as this are required to comply with EU law on State Aid. The declaration on the attached application form must also be completed by yourself before we can apply the discount to your account.

If you do not wish to apply for the Retail Discount in relation to the premises to which this letter relates, please disregard this letter. This will be particularly relevant to premises that are part of a large retail chain, where the cumulative total of relief received could exceed State Aid limits of €200,000.

Corporate Resources

Durham County Council, Revenues and Benefits, PO Box 238, Stanley, Co Durham,
DH8 1FP

Donald McLure CPFA
Corporate Director of Resources

www.durham.gov.uk



INVESTOR IN PEOPLE

Please do not hesitate to contact the Business Rates team on 03000 268997 if there is anything further you wish to know.

Yours faithfully

A handwritten signature in black ink, appearing to read 'P. Darby', with a stylized flourish at the end.

Mr P Darby
Head of Finance and Transactional Services

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Retail Discount Application Form

To apply for the Retail Discount please complete the application form below and the declaration overleaf and return to **Durham County Council, Revenues and Benefits, PO Box 238, Stanley, Co Durham DH8 1FP**

Name & Address of ratepayer	
Property for which the Retail Discount is being sought	
Are the premises occupied?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Please provide details of the current use of the premises for which the Retail Discount is being sought	

'DE MINIMIS' DECLARATION

This award shall comply with EU law on State Aid on the basis that, including this relief I/We shall not receive more than €200,000 in total of De Minimis aid within the current financial year or the previous two financial years. State Aid support includes grants, loans, tax breaks. More information on State Aid can be found at [State aid - GOV.UK](http://Stateaid-GOV.UK)

Please list all previously received De Minimis aid below.

Amount of De Minimis aid	Date of aid	Organisation providing aid	Nature of aid

Declaration

I confirm that:

- I am authorised to sign this form on behalf of the ratepayer/owner named overleaf.
- The form is completed correctly, to the best of my knowledge and belief.
- The ratepayer/owner named overleaf shall not exceed its De Minimis threshold by accepting this Retail Relief.

Signed	
Please print your name	
Capacity in which you are signing	
Name of Business	
Address	
Date	
Telephone number	

E-mail address	

For information: In line with Data Protection law we may use information you give us to prevent or detect fraud or other crimes. We may also share it with other Council Services or public organisations if they need it to carry out their legal duties.