

Hardship Relief Application Form

Ratepayer details	
Name	
Address of the property on which you wish to apply for hardship relief	
Type of Business	
Account Number	
2010 Rateable Value (if known)	
Contact Telephone Number	
Email	
Home Address (and council tax account number if available)	

Supporting Evidence

Applications should be submitted with a short summary of the financial difficulties faced including confirmation of any lines of credit already sought e.g. bank loans, overdraft etc and the most recent accounts, together with a copy of any current business plan you have approved by your bank or approved business support agency.

Notes

Only one application can be made in each financial year.

Declaration

I certify that the information given in this application is true and correct to the best of my knowledge and belief. I understand that it is a criminal offence for a ratepayer to give false information when making an application for Hardship Rate Relief and understand that giving false information may lead to prosecution. I agree to notify the Council promptly of any changes that may affect my entitlement to any reduction given under this application.

Signature of the Ratepayer

Capacity of Person Signing
(E.g. Director)

Date of signature

PLEASE NOTE MAKING AN APPLICATION FOR RELIEF IS NOT GROUNDS FOR NON PAYMENT OF BUSINESS RATES. PAYMENT MUST CONTINUE TO BE MADE IN ACCORDANCE WITH THE BILL ALREADY ISSUED UNTIL YOU HAVE RECEIVED CONFIRMATION THAT THE REQUEST HAS BEEN GRANTED. RECOVERY ACTION MAY BE TAKEN OR CONTINUE IF YOU DO NOT CONTINUE TO MAKE THESE PAYMENTS.

If the supporting evidence is not provided with your completed form, your request will not be processed until this is received.

To submit your application you will need to:

1. Scan the completed form and relevant documents using either a scanner or taking a picture of it using your mobile phone.
2. Send the scanned/pictured image to your computer eg by email or text
3. Answer all the questions and then attach the image at

www.harrow.gov.uk/bratesevidence