



**Acting Executive
Director**
Morag Johnston CPFA

If Visiting:-
45 John Street
Glasgow
G1 1JE

Office Opening Hours:-
Monday to Friday 9.00am - 5.00pm

Email: ndr@fs.glasgow.gov.uk

Website Address: www.glasgow.gov.uk/ndr

Telephone Number:- 0141-287-7333

Phone enquiries: Monday to Friday 9.00am - 4.30pm

Phone payments: Monday to Friday 9.00am - 5.00pm

Postal Address:-
Financial Services
PO Box 36
Glasgow
G1 1JE

Dear

**Non Domestic Rating (Unoccupied Property) (Scotland) Regulations 1994 (as amended)
FRESH START - SCOTTISH RATES BUSINESS RELIEF APPLICATION SCHEME**

Full Property Address:	
Reference Number:	
Date property became empty:	
Date property became occupied:	
Rateable Value of property:	
Last use of property (please supply evidence if necessary):	
Intended future use of property (please supply evidence if necessary):	

The Fresh Start scheme offers 50% rates relief for a period of 12 months on newly **occupied** properties and may be applied if all of the following circumstances are met for the property.

- The property has previously been in receipt of empty property relief for a continuous period of at least 12 months; and
- The property has a rateable value of under £65,000; and
- When last occupied, the property was used as a shop, hotel, public house, restaurant or office (as defined in the Regulations) OR the property is intended to be used as a shop, hotel, public house, restaurant or office.
- No longer than 12 months have elapsed since the lands and heritages became **occupied**

Please note, under regulations payday lenders will no longer qualify for Fresh Start Relief. For more information and definition of a payday lender, please visit our website - www.glasgow.gov.uk/ndr

The rateable value of your property can be found using the "search for a rateable value" facility at - www.saa.gov.uk

State Aid:

Applicants should note that the Fresh Start relief for which they are applying is granted as de minimis aid for State aid purposes. There is currently a ceiling of 200,000 Euros (around £170,000, although exact amount will fluctuate) of de minimis aid that can be granted over a three year period. If you consider that you have already received in excess of, or close to, this sum over the past three years, please attach details with this application form.

In view of State Aid regulations the level of relief awarded may depend on:

- a) the combined rateable value of all properties in Scotland of which your business is in rateable occupation or (if vacant) which your business is entitled to occupy;
- b) whether or not the property is eligible for one of the existing rate relief schemes; and
- c) the level of other public sector assistance received by your business (see: State aid above).

Are you Liable for business rates on any other property in Scotland?

YES ☐ NO ☐

If **YES** please detail below (on a separate page if necessary) any other business premises you or your company/organisation are liable for (and any relief awarded on each) in Scotland:

Property Address (Including Postcode):	
Property Reference Number (From Bill):	
Details of any State Aid awarded:	
Rateable value of property:	

If any of the above properties are outside the Glasgow City Council area, please enclose a copy of your most recent rates demand notice.

Change in Circumstances:

It is your duty to inform the relevant council(s) of any change in circumstances which may affect your eligibility for the scheme.

I Declare That:- The information I have given on this form is true, complete and correct. I understand that the deliberate provision of false information in order to achieve financial gain is a criminal offence.

Print Name:	_____	Signature:	_____
Position Held:	_____	Phone Number:	_____
Date:	_____	Email Address:	_____

IMPORTANT Before posting this form to Glasgow City Council, please check the following:-

Have you included all requested documentation?

(e.g. rateable values of any other business properties which you have anywhere in Scotland, details of other public sector assistance received)

Have you signed the declaration above?

If phoning or visiting please ask for Non-Domestic Rates Telephone no. 0141 287 7333

Please allow us time to process your account. We will contact you if we require further information. Instantly check your Business Rates balance by accessing your online account at www.glasgow.gov.uk/ndr

Help us keep your bill right by telling us about any changes straight away.

Glasgow City Council will never telephone you asking for your bank details to refund your Business Rates

Log on to www.glasgow.gov.uk/privacy to find out how we will use your information