

# Business Rates Deferral Scheme Application Form

Ratepayer Details	
Name	
Address and reference number <i>(which can be found on your bill)</i> of the property on which you wish to defer	
Telephone	
Fax <i>(where applicable)</i>	
Email <i>(where applicable)</i>	
Address for correspondence if different from the above	

If you have more than one property in the same council area, you only need to fill in one application form. **Please put details in the additional properties section of this form.** If you have properties in more than one council area, you will need to apply to each council separately.

## Declaration

As the ratepayer I wish to apply for deferral of payment of business rates payable in respect of the financial year beginning on 1st April 2009.

Name of the ratepayer / person authorised to signing.....

Signature..... Date.....

## Capacity of person signing

.....  
The application must be signed by the ratepayer or a person authorised to sign on behalf of the ratepayer. This means where the ratepayer is;

- a partnership, a partner of that partnership
- a trust, a trustee of that trust
- a corporate body, a director of that body
- in any other case, a person duly authorised to sign on behalf of the ratepayer.

## Additional Properties

Full address and reference number (*which can be found on your bill*) of any additional properties on which you wish to defer

***If you have any other properties in this council area for which you wish to seek deferral please copy this sheet and attach to your application.***

### Notes

This form may be used for an application for deferral of payment of non-domestic rates payable in respect of the financial year beginning on 1st April 2009.

Deferral may be applied for in respect of all properties in respect of which non-domestic rates are payable in the financial year beginning on 1st April 2009.

Where the ratepayer occupies more than one property within the area of the billing authority, a single form should be used to apply for deferral in respect of all of those properties.

To be automatically eligible for deferral ratepayers must satisfy the following conditions:

1. they must make an application for deferral to their local authority on or before 31st March 2010
2. they must not have discharged their 2009/10 rates liability in full or be due to discharge their 2009/10 liability in full within 21 days of making their application
3. **they must not have lost their right to pay their 2009/10 rates bill by instalments by or on the date of service of the application. Where they have lost the right, it is for the billing authority to decide whether to process the application and grant deferral.**

Ratepayers should be aware that where payment of non-domestic rates payable in respect of the financial year beginning on 1st April 2009 is deferred and subsequently the ratepayer ceases to be liable to pay rates in respect of the property to which the deferral applies, the full outstanding liability in respect of the 2009 financial year will become due and the deferral will cease to have effect.

Similarly, where a ratepayer fails to pay any instalment due in respect of the 2009 financial year, the billing authority serves a notice in accordance with regulation 8(1) of the Non-Domestic Rating (Collection and Enforcement) (Local List) Regulations 1989 and subsequently the ratepayer loses their right to pay by instalments, the deferral will cease to have effect.

## Please return this form to:

**Barnet Council  
Business Rates  
PO Box 329  
SALE  
M33 6XR**