Borough of Pendle

NATIONAL NON-DOMESTIC RATE LIABILITY
Number One Market Street
Nelson
Lancashire
BB9 7LJ

Telephone (01282) 661818

Date of Issue:

UPRN:

Under Section 43 of Local Government Finance Act 1988 the Council has to collect information to establish the rateable occupation for National Non-Domestic Rating. It also requires information relating to reliefs and exemptions to ensure that accurate bills are issued.

Please complete and return this form WITHIN 21 DAYS.

Section One - Owner of Property

Name ……………………………………………………………………………………

Address ……………………………………………………………………………………

……………………………………………………………………………………

Telephone No: …………………………………………………………….................

Section Two - Outgoing Occupier

Name ……………………………………………………………………........

New Address ……………………………………………………………………........

……………………………………………………………………........

……………………………………………………………………........

Date Property Sold
 OR ……………………………………………….......................
Date Lease Expired ……………………………………………………………………........

Date Property Vacated ……………………………………………………………………........

Name & Address …………………………………………....................
of Solicitors

……………………………………………………………………........

Please remember to sign this form ⇒

Section Three - Incoming Occupier/Owner

Name (In Full)   …………………………………………………............

Registered Office   …………………………………………………............

    …………………………………………………............

Date Property Purchased   …………………………………………………............
    OR
Date Lease Commenced   …………………………………………………............

Date Property Occupied   …………………………………………………............

Name & Address   …………………………………………………............
of Solicitors
    …………………………………………………............

Section Four - Unoccupied Property

Where the premises in question are <u>completely empty and unused</u>, exemption may be granted for the following reasons.

Please tick the appropriate box if you are claiming exemption from unoccupied property rate:

1.   Property has been empty for less than 3 months

2.   Occupation is prohibited by Law (please provide documentary evidence)

3.   Property is vacant due to action taken by the Crown or Local Authority (please specify)

4.   Property is a listed building or an ancient monument

5.   Rateable Value is less than £2200

6.   Property is a Qualifying Industrial Hereditament (i.e. last use was for storage or for purpose of manufacturing, repairing, adapting or processing goods or materials) and has been empty for less than 6 months.

7.   Liable party is a personal representative of a deceased person, a liquidator, a trustee under a deed of arrangement or the subject of bankruptcy proceedings

Section Five - Declaration

I declare that the information I have given is true and accurate to the best of my knowledge and belief

Name (block capitals)   ....

Signature   ....

Date   .... Telephone Number ....