**South Ayrshire Council**



**Fresh Start Relief**

**How your personal information will be used**

It is our responsibility to keep your information safe. We will only collect the minimum amount of personal information we need to process your application and we may verify the information you provide with information we currently hold on file. We may get information from third parties or give information to them to check the accuracy of information, and we may share the information you have provided with relevant bodies to manage public funds, or prevent and detect fraud, as permitted by law. To find out what to expect when the Council collects your personal information, please visit our website - <https://www.south-ayrshire.gov.uk/privacy-policy>

**Introduction**

Fresh Start Relief offers 100% for a period of 12 months for new occupations effective on or after 1 April 2023 and may be applied if all of the following circumstances are met for the property.

* the property has been unoccupied for a continuous period of at least six months immediately prior to the applicant’s occupation
* The property has a rateable value of up to £100,000; and/or
* No more than 12 months have elapsed since the date on which the lands and heritages became re-occupied
* Properties used for payday lending, as defined by the regulations, may not be granted fresh start rates relief.

Please be aware that for the period that Fresh Start Relief is awarded, no other relief can apply.

This form needs to be completed and returned as soon as possible, either by e-mail to: business.rates@south-ayrshire.gov.uk. (a scanned copy is acceptable) **or**

By post to: South Ayrshire Council, Non-Domestic Rates, PO Box 31, Wellington Square, Ayr, KA7 2PL

**THE DECLARATION MUST BE SIGNED AND DATED**.

|  |  |
| --- | --- |
| 1. **Name and address of Organisation Claiming Relief**
 |  |
| 1. **Legal Structure of the Ratepayer**

**(Please select the relevant category and supply company no or charity no where applicable)** |
| **Private Limited Company (LTD)** | **Company No** |  |
| **Public Limited Company (PLC)** | **Company No** |  |
| **Limited Liability Partnership (LLP)** | **Company No** |  |
| **Charitable Organisation** | **Scottish Charity No** |  |
| **Sole Trader** | **YES/NO** | **Partnership** | **YES/NO** |
| **Individual** | **YES/NO** | **Other (Please state)** |  |

|  |  |
| --- | --- |
| 1. **Rates Billing Reference No**
	* *If Billing Account reference is not known, provide Assessor Property Reference (can be checked on* [*https://www.saa.gov.uk/*](https://www.saa.gov.uk/)*):*
 |  |
| 1. **Property Description on which relief is being claimed**
 |  |
| 1. **Address of property for which relief is being claimed**
	* *If you have recently taken possession of this property and need to advise us of this, please provide a copy of your signed lease or confirmation from your solicitor of your purchase, and return with this application.*
 |  |
| 1. **Date property was occupied from:**
 |  |
| 1. **Is the property currently in active use? If yes, please confirm date**
	* *Evidence of this may be required*
 |  **YES/NO** |
| 1. **Please give a full description of what the property was last used for:**

 |
| 1. **Please give a full description intended future use of property:**
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| 1. **Subsidy Rules under the Subsidy Control Act 2022**
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| Have you (i.e., your business/organisation) received public sector assistance over the last 3 years\* that in total would **exceed £315,000**, or would you expect to exceed that threshold if this relief were granted to you? (\*current and previous two accounting years of your club/organisation) | **YES** | **NO** |

**Declaration**

**Please read this declaration carefully before you sign and date it.**

* **I am, or am duly authorised by, the Ratepayer to make the application.**
* **I declare that the information given on this form is correct and complete to the best of my knowledge.**
* **I authorise the Council to make any necessary enquiries to check the information.**
* **I authorise the Council to cross check the information with other Councils in Scotland.**
* **I undertake to advise the Council of any change of circumstances, including the occupation / vacation of any other property I may occupy in Scotland which may affect liability for Non-Domestic Rates Relief.**
* **I understand that if I give information that is incorrect or incomplete or fail to report changes in circumstances, I (or the Ratepayer I represent) may be prosecuted.**
* **I understand that the Council will reclaim any incorrectly awarded Non-Domestic Rates Relief.**
* **I have read and understand the statement above about the use of personal information, the Revenues privacy notice is available at https://www.south-ayrshire.gov.uk/privacy-policy**
* **I claim the above relief from Non-Domestic rates liability.**

|  |  |
| --- | --- |
| **Applicant Name** |  |
| **Capacity (e.g.: Owner; Tenant; Agent; Employee)** |  |
| **Telephone Number** |  |
| **E-mail Address** |  |
| **Contact Address** |  |
| **Your Signature** |  |
| **Date** |  |