



## Non Domestic Rates Application for Fresh Start Relief

ACCOUNT REF NO:

NAME & ADDRESS:

Argyll & Bute Council  
Financial Services  
Kintyre House  
Snipefield Industrial Estate  
Campbeltown  
PA28 6SY

Tel: 01586 555249

E-mail: [ndr@argyll-bute.gov.uk](mailto:ndr@argyll-bute.gov.uk)

Date:

Dear Ratepayer,

Fresh Start Relief is available under the Non Domestic Rates (Levying and Miscellaneous Amendment) (Scotland) Regulations 2023. The Fresh Start Scheme offers 100% rates relief for a period of 12 months on certain newly **occupied** properties if all of the following circumstances are met:

- The property has previously been unoccupied for a continuous period of at least 6 months immediately prior to the applicant's occupation: and
- The property has a rateable value up to £100,000
- No longer than 12 months have elapsed since the lands and heritages became **occupied**; and
- No relief will be provided where payday lending is carried out on the premises

This form enables you to apply for this relief. Please complete all questions on the form.

If you need any help or assistance in completing the form, please phone 01586 555249 or e-mail [ndr@argyll-bute.gov.uk](mailto:ndr@argyll-bute.gov.uk).

Yours faithfully

A handwritten signature in black ink, appearing to read 'F. Walker'.

**Fergus Walker**  
Revenues and Benefits Manager

FRESH START RELIEF APPLICATION

1. THE RATEPAYER

Full name / the name of the organisation / company claiming relief:

Legal Structure of the Ratepayer (Please put an 'X' in the relevant box) –

Individual	<input type="checkbox"/>	Private Limited Company (LTD)	<input type="checkbox"/>
Sole Trader	<input type="checkbox"/>	Public Limited Company (PLC)	<input type="checkbox"/>
Partnership	<input type="checkbox"/>	Limited Liability Partnership (LLP)	<input type="checkbox"/>
Charitable Organisation	<input type="checkbox"/>	Other (Please state)	<input type="text"/>

IF APPLICABLE, Companies House Registration number or Charity Registration number:  
(Company number eg: 03493961)

2. THE PROPERTY

Subject Address:

Rates Reference Number:

Date Property became Empty: 

/ /

Date Property became Occupied: 

/ /

Last use of property:

Intended use of property:

4. PROPERTY INSPECTION

Do you grant permission for the Council’s Empty Business Property Officer to inspect the property?

Yes

No

I confirm that inspection of the property can be arranged by contacting:

Name:	
Address:	
Telephone Number:	
Email address:	

## 6. CERTIFICATION

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

- I 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 claim the above relief from non-domestic rates liability.

Applicant Name:

Telephone No:

Capacity: (e.g. Owner; Tenant; Agent; Employee)

E-mail Address:

Contact Address:

Your

Signature:

Date:

## IMPORTANT INFORMATION

Please note that failure to provide all required information, including **contact details**, may result in the refusal of the application.

## SUBMISSION

Please return this completed form to either:

- **Email:** [ndr@argyll-bute.gov.uk](mailto:ndr@argyll-bute.gov.uk)
- **Post:** Argyll & Bute Council, Non-Domestic Rates Section, Kintyre House, Snipefield Industrial Estate, Campbeltown, PA28 6SY