

## NDR EMPTY PROPERTY RELIEF APPLICATION FORM

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)

# EMPTY PROPERTY RELIEF APPLICATION

## 1. THE RATEPAYER

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

Legal Structure of the Ratepayer

*Individual*

*Private Limited Company (LTD)*

*Sole Trader*

*Public Limited Company (PLC)*

*Partnership*

*Limited Liability Partnership (LLP)*

*Charitable Organisation*

*Other (Please state)*

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

## 2. THE PROPERTY

Subject Address:

Rates Reference Number:

Insert the exact date the property became unoccupied:

Reason for premises not being occupied:

## 3. PROPERTY INSPECTION

It maB/F/F3 12 Tf1 0 0 1 36 1000912 09t06 Tm0 g0 g0 g0 g0 g0 g0 g0 g0 g0 /P AID 59-D C q0.00000912 0 6

#### **4. CHANGE OF OWNERSHIP/TENANCY**

## 5. 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:

When completed, this form should be returned by post to:

Argyll & Bute Council, Financial Services, Non Domestic Rates, Kintyre House, Snipefield Industrial Estate, Campbeltown, n,9 /P2m8 6S or by email to [ndr@argyll.gov.uk](mailto:ndr@argyll.gov.uk)