**RE: Business Rates Relief for Retail, Leisure & Hospitality Businesses 2023/2024**

This form is to claim the 75% Retail, Leisure & Hospitality relief which replaces the 50% Retail Relief from 2022/23. Please read the guidance below before completing this form.

Full guidance on the scheme can be found by visiting <https://businesswales.gov.wales/non-domestic-rates-retail-leisure-and-hospitality-rates-relief-wales-2023-24>

The key qualifying criteria is as follows:

* The property must be occupied and w**holly or mainly operating** within the retail, leisure or hospitality sector
* The rateable value of the property cannot exceed £500,000
* You cannot claim the relief if you have already claimed up to £110,000 of relief for

the same business across Wales.

Once you have completed the application form, please return it to the **Wrexham County Borough Council, Business Rates Section, Lambpit Street, Wrexham, LL11 1AR**, or if you prefer, you can scan the completed form and email it to [businessrates@wrexham.gov.uk](mailto:businessrates@wrexham.gov.uk)

**Did you receive the 50% Retail Relief in 2022/2023?** Y N

**Are you making an application for Retail, Leisure and Hospitality Rates Relief in more than one local authority area?**

If yes, please complete **Parts 1- 3**

If no, please complete **Part 1 *and* 3**

**Part 1:**

**Applicable to all applicants in relation to properties for which Retail, Leisure and Hospitality Rates Relief is being claimed from Wrexham Council**

Business Name and Address: …………………………………………………………….

Company Registration Number (if applicable): ………………………………………….

Applicant’s name and position within the business: …………………………………..

Applicant’s email and telephone number: ….......................................……………….

If you are applying for relief in relation to more than one business premises in Wrexham, please list them in order of preference to which the relief should be applied, noting that the maximum relief that can be allowed to a business in Wales is £110,000. Relief will be granted in the order in which you list the premises.

**Address of Property: Business Rates**

**Account Number**

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**Part 2:**

**Applicable only to businesses applying for relief from multiple local authorities in Wales. In such cases, a separate application should be made to each local authority.**

**Property Address Local Authority**

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**Part 3 - Declaration:**

I understand that the total value of the relief claimed under the Retail, Leisure and Hospitality Rates Relief Scheme sought by  **[INSERT BUSINESS NAME]** across the whole of Wales cannot exceed £110,000 and that deliberate attempts to claim relief over £110,000 risks all relief granted under the scheme being withdrawn. I accept responsibility for notifying my local authority of any change in circumstances, following my application for relief, which could result in the relief awarded to my business being incorrect or exceeding £110,000 across Wales (e.g. a change rateable value).

I understand that, should relief in excess of £110,000 be granted for any reason, a proportion of it will be reclaimed, in respect of one or more properties, to reduce the value of the relief awarded to £110,000 or below as appropriate. I also understand that, if relief in excess of £110,000 is granted as a result of a deliberate attempt to claim more than the maximum amount allowed, all the Retail, Leisure and Hospitality Rates Relief allowed for  **[INSERT BUSINESS NAME**] across Wales may be removed, and the full amount of rates liability will become payable.

I acknowledge that my local authority, any other local authority in Wales and/or the Welsh Government will undertake any appropriate checks considered necessary to assess this application for rates relief, including cross checks of any information already held by the authority, any other local authority in Wales or Welsh Government. I understand the data I have provided will be shared with Welsh Government and if necessary any other local authority in Wales, for this purpose and to prevent fraud and error.

I declare that the information provided in this application is true and accurate to the best of my information, knowledge and belief, and I understand that making a false response to any of the questions in this application could be an act of fraud.

**Signed: Name: Date:**

**Any data provided can be shared with Welsh Government and other Local authorities. Please see our privacy notice for further information. https://www.wrexham.gov.uk/service/privacy-notices-finance-ict/privacy-notice-revenues-benefits**