



## Discretionary rate relief application form Enterprise Zones

Please complete this section about the property that you want relief for and the organisation that occupies it

Account reference

Address of Property

Business/organisation  
(Name or title of  
organisation applying for  
relief)

### Contact

Name of contact and daytime telephone number

Address for correspondence if different from property address

What type of business is run from the premises?

Description of the property e.g. office, light industrial unit

## Section B - Discretionary relief

\* **IMPORTANT** \* Please complete this section to apply for discretionary relief providing as much detail as possible. Please continue on a separate sheet of paper if necessary  
Please also provide a copy of your last two years audited accounts.

1. Number of Employees (please make us aware of any plans to increase employment)

2. Are the premises occupied? If not, please state proposed date of occupation.

## Section C – State aid

This award shall comply with the EU law on State Aid on the basis that, including this award, the above named undertaking shall not receive more than 200,000 Euros in total of De Minimis aid (State Aid) within the current financial year (or previous two financial years).

The De Minimis Regulations 1407/2013 (as published in the Official Journal of the European Union L352 24.12.2013)

Amount of State Aid	Date of Aid	Organisation Providing the Aid	Nature of the Aid

## Section D - Declaration

**As far as I know and believe, the information I have given is correct and that I shall not exceed the State Aid threshold by accepting this Business Rate Relief**

**Name**  
(In capitals)

**Position**

Telephone number

Email address

I confirm that I am authorised  
To sign on Behalf of

Signature

Date

### Section E - Checklist and documents required

Please provide copies of the following items:

Copy of your last 2 years audited accounts.

Please return completed form and supporting documents to:

[economicdevelopment@eastsoffolk.gov.uk](mailto:economicdevelopment@eastsoffolk.gov.uk)

### Section F – Office use only

Period of rate relief from

to

Checked by: \_\_\_\_\_ Print name \_\_\_\_\_

Approved by: \_\_\_\_\_ Print name \_\_\_\_\_