



**WEST OXFORDSHIRE
DISTRICT COUNCIL**

Please read the attached guidance (see link below) and then complete the details on page 2 and return this form to local.taxation@westoxon.gov.uk

If you require assistance please telephone 01993 861070

Cash grants to businesses due to coronavirus outbreak

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/covid-19-support-for-businesses>

Businesses in the retail, hospitality and leisure sectors

The government announced cash grants of up to £25,000 for businesses in the retail, hospitality and leisure sectors.

- For businesses that were actively trading and occupying properties with rateable values of £15,000 or less the grant is expected to be £10,000
- For businesses that were actively trading and occupying properties with rateable values between £15,000 and £51,000 the grant is expected to be £25,000

Businesses in any sector receiving the small business rate relief

Businesses in receipt of small business rate relief on 11 March 2020 will receive a grant of £10,000. *There are some exceptions.*

- Properties which are occupied for personal use, e.g. private stables, beach huts and moorings will not qualify for a cash grant even if they are in receipt of relief
- Properties where the liability is calculated using the small business multiplier but not in receipt of small business rate relief will not qualify for the grant.

The Government will not accept deliberate manipulation and fraud – and any business caught falsifying their records to gain additional grant money will face prosecution and any funding issued will be subject to clawback.

Please provide the details below so that we can make a payment to your nominated bank or building society account as quickly as possible.

Business Rates account number	
VAT Registration Number (as registered with HMRC)	
Company Number (if registered with Companies House)	
Business Name (as registered)	
Full name of Business Owner(S) (including title and any middle names)	
Date of birth of Business Owner(S)	

Full name of person completing and submitting form (including title and any middle names)	
Position in business	
Business Email address	
Business contact telephone number	
Is the business property occupied for business or personal use?	

Payee name (business name as stated on Business Rates bill)	
Bank or Building Society account number	
Branch sort code	
Name(s) of account holder(s)	