

**APPLICATION FOR RATE RELIEF FOR VILLAGE GENERAL STORES, POST OFFICES,  
FOOD SHOPS, PUBLIC HOUSES AND PETROL FILLING STATIONS**


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| 1. Name and address of ratepayer   |  |
| 2. Address of the premises for which relief is requested   |  |
| 3. What are the premises used for?<br>e.g. shop, public house etc  |  |
| 4. Rateable Value and current rates payable  |  |
| 5. If you wish to claim discretionary relief, list your reasons for making this application, including the financial need for this relief, and enclose an audited copy of your most recent accounts. |  |

Signed..... Date.....

Position in company/business.....

Name and address of person completing this form if different from above:  
.....

**When completed, please return to:**  
  
**Business Rates**  
**Gravesham Borough Council**  
**Civic Centre**  
**Windmill Street**  
**Gravesend**  
**Kent**  
**DA12 1AU**

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| <br><br> | <p style="text-align: center;"><b>HOW TO CONTACT US</b></p> <p>Phone: 01474 337564<br/>           Lines open: 8:30am to 5:00pm<br/>           Monday to Friday</p> <p>Email: <a href="mailto:rates@gravesham.gov.uk">rates@gravesham.gov.uk</a></p> |
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**Switchboard** 01474 56 44 22  
**Minicom** 01474 33 76 17  
**Website** [www.gravesham.gov.uk](http://www.gravesham.gov.uk)

