

## Buckinghamshire Enterprise Zone (Bucks EZ)

### Business Rates Relief Application Form: 2024-25 Financial Year

Please complete this form if you wish to apply for Buckinghamshire Enterprise Zone Business Rates Relief. Please ensure that you have read the Buckinghamshire Enterprise Zone Business Rates Relief Policy first to check that you qualify for this Business Rates relief.

If you have any questions about completing this form please contact the Head of Enterprise Zone Development on 07740 511976 or by emailing: [matt.peachey@buckinghamshire.gov.uk](mailto:matt.peachey@buckinghamshire.gov.uk)

**Business Rates Reference Number  
(if known)**

**Business Rates Property Address  
that you are applying for Buckinghamshire  
Enterprise Zone Business Rates  
Relief for (including postcode)**

**Company Name**

**Contact Name**

**Address for Correspondence (if different to  
the property address above)**

**Contact Telephone Number**

**Contact Email Address**

#### 1. About the property

**Do you own the above property?**

Yes

No

**Have you moved into the property?**

Yes

No

**If yes, when did you move in?**

**If no, when will you take responsibility for  
the property?**

**When will you move in?**

**If you are a tenant please give your  
Landlord's name and address**

#### 2. About your business/company

**Name and address of your company  
Head Office**

**Is the company a limited company?**

Yes

No

If yes, please provide your Company Registration number

If your organisation is part of a group or a holding company, please provide details of the group's structure (if necessary, use a separate sheet of paper)

What is your company's SIC code (as stated on your Companies House return?)

Is your company a Registered Charity?

Yes

No

If yes, please provide your Charity Registration number

Date registered as a Charity

If your business is not a registered company / charity what is your trading status (e.g. sole trader, self-employed)?

Total number of Company employees

Number of Employees based at this site

Please provide names and home addresses of the traders or the directors of the company.

Full Name	Address (including Postcode)

## 2. Sector Test

In order to qualify for the Business Rates Relief the primary focus of the part of the business located within the Buckinghamshire Enterprise Zone should be within the target sectors or fall within the "other acceptable uses" as outlined within the Bucks EZ Business Rates Relief policy. Please indicate which target sector(s) and in addition which other acceptable uses your business falls within, tick all that apply. (Please refer to the Bucks Enterprise Zone Business Rates Relief policy for further details regarding the definitions of the target sectors.)

### Target Sectors

Space/Satellite Applications

High Performance Technology/Motorsport

Agri-Food & Health

**Other acceptable uses**

Modern logistics and transportation companies that are directly supplying companies within the Enterprise Zone target sectors

Companies providing products or services in the direct Supply Chain of companies within the Enterprise Zone target sectors

Companies whose primary focus is to provide service sector support activities to businesses within the Enterprise Zone target sectors. This can include financial, insurance, legal, accountancy and management and consultancy activities

Education, training, research and development facilities where the primary purpose is to support learning, innovation, knowledge transfer and growth across the Enterprise Zone target sectors

**In order to qualify for the Business Rates Relief the primary focus (at least 50% of turnover) of the part of the business located within the Buckinghamshire Enterprise Zone should be within the target sectors or delivering “other acceptable uses”.**

Please describe the **nature of your business** located at the premises and how the business fits into the target sectors indicated above.

If you have indicated that your business falls within the “other acceptable uses”, please describe your business and explain how your business supports or plans to support the target sectors.

Please provide any relevant supporting evidence that demonstrates how the business meets the above criteria.

**4. Relocating from within Buckinghamshire?**

Is your business relocating from an existing business premises within Buckinghamshire? Yes   
No

If yes, please provide the address that you are relocating from (including post code)

**5. State Aid Minimis Declaration (Financial assistance from a public body)**

Enterprise Zone Business Rate Relief is a form of state aid. Please see the Buckinghamshire Enterprise Zone Business Rates Relief policy for further details.

Have you or any company within your business group, received or expect to receive any State Subsidy in the current financial year or in the previous 2 financial years?

Yes

No

If yes, please provide details below of the previous aid received under De Minimis Aid:

Organisation providing the assistance / aid	Value of assistance	Date of assistance	Nature of assistance

De Minimis Aid is not permitted to a “business in difficulty”. Is the business applying for Bucks Enterprise Zone Business Rate Relief in financial difficulty?

Yes

No

**Declaration:**

The ratepayer must complete the declaration below. Where, for example, the ratepayer is a company or partnership, it must be signed by a director of that company or one of the partners, and the person should state his or her position. **Managers’ signature is unacceptable.**

- I/we declare that the information given in this form is complete & accurate to the best of my/our knowledge & belief.
- I/we authorise Buckinghamshire Council to make any necessary enquiries to verify the information on this form, within the terms of the Data Protection Act 1988.
- I/we will declare any change that may affect entitlement to this relief
- I/we confirm the hereditament to which the application relates is the only one occupied by me/us in England/Wales.
- I / we realise it is a criminal offence for a ratepayer to give false information when making an application for Business Rate Relief and may result in criminal prosecution.

Signature

Name

Position

Date

**How we use your information / Data Protection Disclaimer:**

Buckinghamshire Council will use your personal information in order to administer and enforce Business Rates under the Local Government Finance Act 1988. These organisations have a duty to protect public funds they administer, and may use information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

**Please return this completed form by email:**

Phone: 07740 511976

Email: [matt.peachey@buckinghamshire.gov.uk](mailto:matt.peachey@buckinghamshire.gov.uk)