



Cheshire Science Corridor Enterprise Zone

Business Rates Discount Application Form

Please complete this form if you wish to apply for Enterprise Zone Business Rates Discount (BRD). Please ensure that you have read the Business Rate Discount Eligibility Policy in the first instance to ensure that you qualify. If you have any questions about eligibility or completing this application, please contact the Enterprise Zone Team at the Cheshire & Warrington LEP on Growthmanager@cheshiresciencecorridorez.com or 0161 235 8973.

Please return completed application forms to Growthmanager@cheshiresciencecorridorez.com or hard copies to Cheshire & Warrington Local Enterprise Partnership, Richmond House, Gadbrook Business Park, Rudheath, Northwich, Cheshire, CW9 7TN.

Current business rates reference/account number (if known/applicable)	
1) Your business	
Name and address of your company's head office	
Company Registration Number (if applicable)	
Does your business occupy other business premises in the UK? If so, please list the full address(es)	
If your organisation is part of a group or holding company, please provide details of this (on a separate sheet if necessary)	
Is the organisation a Registered Charity? If so, please provide your Charity Registration Number and Date of Registration	
If your company is not a registered company/charity what is your trading status (e.g. sole trader/partnership)	
What is your company's primary activity?	
Total number of employees currently within the organisation	

2) The property where you are applying for EZ Business Rates Discount	
Full address (incl. post code)	
Do you own the freehold of the property?	Yes <input type="checkbox"/> No <input type="checkbox"/>
When did you/do you expect to sign a lease/acquire the property?	
If you are a tenant please provide your landlord's name and address	
What will the property be used for?	
3) Sector Test	
What is your company's Standard Industrial Classification (SIC) code (as stated on your Companies House return)?	
<p>Please indicate which of the following applies to the activity which you are seeking to locate within the EZ (see BRD Policy for further details):</p> <p>Operating directly within the 'science' sector in terms of R&D, manufacturing or similar activity</p> <p>Provision of products or services in the direct supply chain of companies within 'science' sector</p> <p>Provision of service sector support activities to businesses within the 'science' sector e.g. financial, insurance, legal, accountancy and management and consultancy activities</p> <p>Education, training, research and development facilities where the primary purpose is to support learning, innovation, knowledge transfer within the 'science' sector</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Please describe the nature of your principal business activities already located/to be located on the EZ site and how these align with the science focus of the EZ (100 words max.)

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4) Businesses relocating from within the Cheshire & Warrington LEP area

Is your business relocating from an existing business premises within the C&W LEP area (i.e. within the local authority administrative areas of Cheshire East Council, Cheshire West and Chester Council or Warrington Borough Council?)	Yes <input type="checkbox"/>
	No <input type="checkbox"/>

If yes, please provide the address that you are relocating from (including postcode)	
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5) Businesses already located within the CSC EZ sites prior to 1st April 2016

Was your business already located in the CSC EZ prior to 1 st April 2016?	Yes <input type="checkbox"/>
	No <input type="checkbox"/>

If yes and the property address is different to that provided in Section 2, please provide the address that your business previously occupied (including postcode)	
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If you have answered ‘yes’ to either sections 4 or 5 then you will need to satisfy the growth test to be eligible for BRD. Please see the BRD policy for further information and complete the section below if this applies. If you are not relocating from within the C&W LEP area or are not currently based on the EZ sites then the following section (section 6) does not apply.

6) Growth Test

Please tick which of the following you expect to achieve over a 5 year period from 1 st April 2016 on the EZ sites:	<input type="checkbox"/> At least 20% increase in scale of business premises occupied (floorspace) <input type="checkbox"/> At least 20% increase in permanent FTE employment <input type="checkbox"/> At least 20% increase in revenue/profits
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Combined 20% increase from all/combination of the above

Please provide evidence to demonstrate how you will achieve the above growth, attaching any relevant business plans/other documents as necessary.

7) State Aid De Minimis Declaration (please see the BRD policy and attached links for further information on this)

Have you, or any company within your business group, received or expect to receive any De Minimis State Aid in the current fiscal year or in the previous 2 fiscal years?

Yes

No

If yes, please provide details below:

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

I acknowledge that I am authorised to sign on behalf of the company/organisation and understand the requirements of De Minimis. I confirm that the business/undertaking is eligible for BRD at the maximum De Minimis threshold level* and that we are not a business/undertaking in difficulty. I acknowledge that if the company/organisation fails to meet the eligibility requirements, the company/organisation may become liable to repay the full Non Domestic Rates that would otherwise be payable in respect of the property.

Signed _____

Name _____

Position _____

Date _____

*Please confirm below the level of BRD you consider your business is eligible for in the current fiscal year (if not the maximum) within the De Minimis guidelines

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Declaration – to be signed by an authorised signatory (e.g. a Director/Partner)

I/we confirm that the information provided above is correct to the best of my/our knowledge and belief.

I/we authorise the C&W LEP and the relevant rating authority to make any necessary enquiries to verify the information on this form, within the terms of the Data Protection Act 1988.

I/we understand that if claimed incorrectly, any relief awarded will be recovered.

I/we will declare any change of circumstances that may affect entitlement to the BRD to the LEP.

Signature	
Name	
Position in organisation	
Date	