

Business Rates is a local tax collected by local authorities and contributes towards the cost of local services. For further information please visit www.sefton.gov.uk/business-rates

The amounts shown overleaf are calculated in G.B pounds Sterling

Business Rates explanatory notes providing detailed information on who pays Business Rates and various discounts available are now available online at www.sefton.gov.uk/business-rates/liability

Small Business Rates Relief – You may be entitled to a reduction in your Business Rates. To find out more and apply online visit www.sefton.gov.uk/business-rates/sbrr

State Aid/Subsidy Allowance – Awards of discretionary rate relief, such as retail discount, are subject to State Aid/Subsidy Allowance limits. Further details can be found at www.sefton.gov.uk/business-rates/reliefs

HOW CAN I MAKE PAYMENT?



Direct Debit – Direct Debit is the easiest and most convenient way to pay your bill. Its flexible, guaranteed and gives you peace of mind. If you would like to pay by Direct Debit, apply online at: <https://forms.sefton.gov.uk/ddnondomesticrates> - You will need to provide your bank details which will be stored securely.

On line – at www.sefton.gov.uk/business-rates/pay

Direct Bank Transfer, Standing Order or internet banking –

Please remember to quote your Business Rates account number as your reference and allow 5 days for your payment to be credited to your Business Rates account.

Credit to: National Westminster Bank PLC, 329 Stanley Road, Bootle, L20 3EH

Sort code: 60-20-23, Account No: 93226667, Account Sefton MBC General No 4 Account - NNDR

Remittance Advices should be emailed to remittance.advices@sefton.gov.uk or faxed to 0151 934 4375

Card payment hot line – you can pay by debit card over the telephone on the Council's 24-hour automated payment line, simply call 0151 934 4697 and follow the instructions.

By Post – send to Sefton Council, P.O. Box 33, Bootle L20 3SX. Cheques must be made payable to "Sefton M.B.C." and crossed "A/C Payee only" with your account number on the reverse. If you require a receipt, please enclose a stamped self-addressed envelope.

If you would prefer to extend your payments for up to 12 months (i.e. April to March), please complete the online application form at <https://forms.sefton.gov.uk/nndrtwelveinstalments>. The actual number of instalments you are allowed will depend on when you make your application and when it is dealt with by the Council. You should not withhold payment while your application is being processed.

Having Difficulty in Paying? – If you do not make your payments by the instalment due date further action may be taken that could result in substantial additional costs being added to your account. If you are struggling to meet your payments it is very important that you contact us as soon as possible or visit our web page for available support at www.sefton.gov.uk/business-rates. If you require independent financial advice or assistance, you may wish to contact **Citizens Advice Sefton (CAB)**. To access their services please visit www.seftoncab.org.uk. For personal budgeting support/debt advice contact the CAB by telephone on 0151 282 5650 and quote **SeftonBUS**.

Data Protection and Sharing Business Rate information - The information you provide will be treated as confidential in accordance with the law. The Council has a duty to protect public funds it administers, and may use information held about you where the law permits, including and not limited to the prevention and detection of fraud. This may include sharing information with other Council services and other organisations who administer public funds, for more information please check our website www.sefton.gov.uk/business-rates/privacy-notice.

Support to Help Your Business Grow

Sefton Growth Hub has a range of support available to help businesses thrive and grow. Whether you are looking to increase sales, find premises, access funding, export, or recruit staff we can help. Call the Growth Hub on 0151 934 3452 or visit www.investsefton.com

Sefton Growth Hub forms part of Sefton Council's Investment & Employment service

www.sefton.gov.uk

@seftoncouncil