

## Stroud District Council Application for Rent Relief

To be considered for rent relief you must complete this application form and provide evidence of the impact that the coronavirus is having on your business.

Information requested may be may be provided on a separate sheet if appropriate

<b>Tenants name</b>	
<b>Business name</b>	
<b>Contact name</b>	
<b>Email address</b>	
<b>Address of leased property</b>	
<b>What is your current operational status?</b>	<p>Open for business and working from the leased property <input type="checkbox"/></p> <p>Open for business and working from home <input type="checkbox"/></p> <p>Closed to business due to restrictions <input type="checkbox"/></p> <p>Other <input type="checkbox"/></p>
<b>Describe the nature of your business and what the leased property is used for</b>	
<b>Please explain the impact Covid 19 has had on your business</b>	

<p><b>How many people do you employ and in what capacity?</b></p> <p><b>Please indicate whether they are employed on a full time/part time basis or are self employed</b></p> <p><b>Where are they based?</b></p>	
<p><b>Have you furloughed any of your employees using the Govt's scheme?</b></p> <p><b>Please give details</b></p>	
<p><b>How will employees be affected if rent relief is not granted?</b></p>	
<p><b>Please explain how the current position will improve if rent relief is granted</b></p>	
<p><b>Is the local community dependent on your services? If yes, please give details</b></p>	
<p><b>Have you received/ are you applying for any of the Government's business support schemes via Stroud District Council?</b></p> <p><b>Small Business rates relief</b></p> <p><b>Grant money? If so which scheme (Small business grant fund, Retail, Hospitality and Leisure grant fund or the Local Authority Discretionary Grant Fund and how much have you received?</b></p>	
<p><b>Have you sought assistance from any other agencies, including banks or finance companies?</b></p>	

<b>If yes please provide details</b>										
<b>Please state the period for which you are applying for a rent relief period and the amount you are requesting</b>	<table> <tr> <td data-bbox="570 233 974 325">March - June quarter</td> <td data-bbox="974 233 1055 325"><input type="checkbox"/></td> <td data-bbox="1055 233 1531 325">£</td> </tr> <tr> <td data-bbox="570 325 974 420">June - Sept quarter</td> <td data-bbox="974 325 1055 420"><input type="checkbox"/></td> <td data-bbox="1055 325 1531 420">£</td> </tr> <tr> <td data-bbox="570 420 974 468">Sept - Dec quarter</td> <td data-bbox="974 420 1055 468"><input type="checkbox"/></td> <td data-bbox="1055 420 1531 468">£</td> </tr> </table>	March - June quarter	<input type="checkbox"/>	£	June - Sept quarter	<input type="checkbox"/>	£	Sept - Dec quarter	<input type="checkbox"/>	£
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Sept - Dec quarter	<input type="checkbox"/>	£								

**Additional Information to be submitted with this form:**

1. Any additional information you wish to supply in support of your application
2. Copies of at least two years completed trading accounts (audited if that is a requirement for your business)
3. A statement of your financial position for your current trading period to date including details of any reserves and overdraft arrangements and cashflow projections for the next 12 months.
4. A business/recovery plan which demonstrates an ability to overcome financial difficulties as a result of your rent being reduced or remitted

**Please note that if all of the above information is not provided it may not be possible to consider your application**

**Declaration**

I confirm that the information supplied is true and correct

Signature.....

Print Name.....

Date.....

Position in Company .....

Please return this form to [estates.admin@stroud.gov.uk](mailto:estates.admin@stroud.gov.uk) – we will aim to give you a decision within 10 working days, on receipt of all necessary information.