

Online



You can pay by debit or credit card online through our website at www.brent.gov.uk/paybusinessrates Please have your card details with you as well as your eight-digit business rates account reference which begins with a '3'.

Please note that if you use someone else's debit or credit card to make a payment either by telephone or online without his or her authorisation then the payment will be cancelled and you will be stopped from making further payments by this method. In addition, if the use is found to be fraudulent criminal proceedings may result.

By BACS, Internet and telephone banking



Rather than pay in person at your bank a more convenient way is to pay by internet or telephone banking. If you have not already arranged this facility with your bank you will need to contact them. When paying your business rates this way please quote:

- our sort code **60-23-09**,
- our bank account number **95711333**,
- our bank account name
LB Brent Business Rate Account
- and your eight digit business rates reference number beginning with a '3'. (Failure to quote this number will result in your account going into arrears as we will not be able to allocate the payment)

Please note that if the council has to take recovery action against you, such as issuing a summons, you will incur costs. If the debt has been passed to the council's enforcement agents for collection then you must pay them direct and again further costs may be incurred.



Brent

Paying business rates

 **Brent**
customer services

www.brent.gov.uk/paybusinessrates

Business rates

Your bill for 2016/17 is enclosed. All occupiers of non-domestic properties are liable for paying non-domestic rates, whether the occupier is a business or a non-profit making organisation. If properties are empty then the owner or leaseholder may be liable for payment. If you do not make arrangements for payment of your business rates, recovery action will be taken. Whilst Brent Council recognises that some businesses may be experiencing trading difficulties each business or organisation has an obligation to pay its outgoings whether it is rent, business rates, utilities, or insurance. If you are experiencing difficulty in paying your business rates we may be able to offer an alternative payment plan, so please contact us as soon as you can.

The council is keen to send out bills as quickly as possible after there has been a change of occupier or owner. This will help you as it will give you longer to pay as well as helping the council maintain up-to-date records. So please tell us on **020 8937 1525** of any change.

Rates Avoidance Schemes

The council will closely scrutinise any application for rates relief, particularly in respect of empty rates where it considers the circumstances are contrived. Evidence will be sought and inspections carried out. The government has been consulting on such schemes in order that it can close such loopholes.

How to pay your business rates

We have stopped enclosing payment slips with bills. Over the years the number of payments made using a payment slip has reduced considerably which means that the cost of producing these is very expensive. There are a number of alternative ways of paying your business rates and these are detailed below.

The council would prefer you to pay by Direct Debit as this is the most cost-effective way of paying and collecting business rates.

Direct Debit



This is the easiest, most convenient and cost-effective way to pay. Just provide us with your bank details and we will arrange to collect your business rates instalments. If you are not already paying by this method it is quick and easy to set up – just call **020 8937 1525** with your bank details or complete and return the form enclosed with your bill. You can cancel your Direct Debit at any time, so you stay in control. You can forget about cheques, queues and stamps!

Debit and credit card Telephone Line



Call our 24-hour payment line on **020 8937 1717**. This will prompt you to use your telephone keypad to make a payment – have your card details with you as well as your eight-digit business rates account reference which begins with a '3'. You need to select option 3 to pay business rates.

www.brent.gov.uk/paybusinessrates