

## ONLINE



You can pay by debit or credit card online through our website at [www.brent.gov.uk/paybusinessrates](http://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



Please do NOT pay in person at your bank, but instead use **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 in the payee reference quote only your eight digit business rates reference number beginning with a '3'.**

**Failure to quote any of these details 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.**



# Paying business rates



[www.brent.gov.uk/paybusinessrates](http://www.brent.gov.uk/paybusinessrates)

## BUSINESS RATES 2019/20

Your bill for 2019/20 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.

The amount you have to pay is based on the rateable value of your property, the non domestic multiplier and any reliefs you may be entitled to. From 1 April 2017 there was a revaluation of all rateable values which may have resulted in increases in your annual bills since 1 April 2017. A transitional relief scheme was introduced which limits the annual increase in your rates bill, although this will depend on the rateable value of your property. In addition the council has introduced a revaluation support scheme which provides further help for small and medium size businesses who are facing large increases in their bills. Any entitlement to this relief will not be shown on the enclosed bill as we have to apply this relief to your account manually – when done a revised bill will be sent to you. Please pay your instalments as shown on the enclosed bill, however if you are having difficulty paying please ring **020 8937 1525**.

For full details of the revaluation support scheme please go to our website – [www.brent.gov.uk/businessrates](http://www.brent.gov.uk/businessrates)

In addition the government has introduced a retail rate relief scheme aimed at helping small/medium sized retail businesses in town centres and the high street. This scheme reduces bills by a third for 2019/20 and 2020/21, It is only applicable to occupied retail premises with a rateable value of £51,000 or less – full details are on our website – [www.brent.gov.uk/businessrates](http://www.brent.gov.uk/businessrates)

You can find details of your rateable value on the Valuation Office Agency's website – [www.voa.gov.uk](http://www.voa.gov.uk)

If you have reason to believe that your rateable value is not correct, follow the instructions provided on the site.

## 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



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](http://www.brent.gov.uk/paybusinessrates)