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Contact us:  
Telephone (01926) 456760  
Email: [ndr@warwickdc.gov.uk](mailto:ndr@warwickdc.gov.uk)

Date: 30<sup>th</sup> March 2020

Dear Sir or Madam

### **Business Grant Fund Schemes**

Re NDR reference number:

In respect of

I am writing to you as I believe you may be eligible for one of the following business support grants as laid out by the Government as part of their Covid 19 response.

#### **Small Business Grant Fund**

Most Businesses in receipt of Small Business Rate Relief and Rural Rates Relief will be eligible for a payment of £10,000. Eligible recipients will receive one grant per property. Properties occupied for personal use are excluded, as are car parks and parking spaces.

#### **Retail, Hospitality and Leisure Grant Fund**

Most Business in receipt of the Expanded Retail Discount will be eligible for a cash grant:

- Eligible businesses with a property that has a Rateable Value of up to £15,000 will receive a grant of £10,000
- Eligible businesses with a property that has a Rateable Value of over £15,000 and less than £51,000 will receive a grant of £25,000
- Anyone with a Rateable Value over £51,000 and above will not qualify for this scheme
- Anyone who does not pay business rates will not qualify

Eligible Properties **must be** occupied and entitled to the discount on 11/3/20. Exclusions are properties occupied for personal use, car parks and parking spaces. One grant can be awarded per property.

We understand this is a very difficult time for businesses and we are working hard to get the applicable grant paid to you as soon as we can, but in order to do so we need you to complete this online secure form **as a matter of urgency** [www.warwickdc.gov.uk/businessgrantcovid19](http://www.warwickdc.gov.uk/businessgrantcovid19)

**Without this information being submitted to us we will be unable to pay your grant to you.**

The following information is taken directly from the Government guidance for this scheme and it is important that you read and understand these important statements.

## **State Aid Law**

The award of this grant must comply with EU law on State Aid, which requires that you have not received any other State Aid that exceeds in total €800,000, under the De Minimis Regulations EC 1407/2013. You will be asked to confirm this on the online form.

## **Fraudulent Claims**

The Government will not accept deliberate manipulation and fraud - and any business caught falsifying their records to gain additional grant money will face prosecution and any funding issued will be subject to claw back.

## **Rating List Changes**

Any changes to the rating list (rateable value or to the hereditament) after the 11 March 2020 including changes which have been backdated to this date will be ignored for the purposes of eligibility.

Warwick District Council will not be required to adjust, pay or recover grants where the rating list is subsequently amended retrospectively to the 11 March 2020.

**No other agencies are dealing with these grants other than Warwick District Council, so please only use this link provided and if you are unsure please contact us.**

I look forward to the receipt of your completed online form, further information about this scheme can be found on our website [www.warwickdc.gov.uk](http://www.warwickdc.gov.uk).

Your sincerely

A handwritten signature in black ink, appearing to read 'Mike Snow', with a stylized flourish at the end.

Mike Snow  
Head of Finance