

Revenues Department
 Newcastle under Lyme Borough Council
 Castle House
 Barracks Road
 Newcastle under Lyme
 Staffordshire
 ST5 1BL



Name:	Date:
Address:	Property Ref:
	Account Ref:

NON-DOMESTIC RATES NEW OCCUPIER

Address of the property

NEW OCCUPIER DETAILS

New Occupier			
Is the New Occupier...	a Limited Company*/Sole Trader*/ Partnership*?	Limited Company Registration Number	
Limited Company Registered Office Address or Sole Trader's Home Address			
Name & Address of Owner*/Leaseholder* (if other than the Occupier)			
Date Stock First Installed* or Premises First Used*		Date of Completion of Purchase	
Lease Start Date		Lease End Date	
Occupiers Interest in Property <small>(*delete as appropriate)</small>	Freehold*/Leasehold*/Other...(please specify)		

PREVIOUS OCCUPIER DETAILS

Name of Previous Occupier	
Date of Vacation	
Forwarding Address	

DECLARATION

I declare that the information given on this form is correct to the best of my knowledge and that there are no other changes to my circumstances. I am aware that to make a false statement is a serious offence and it is the Council's policy to prosecute where any statement can be proven to be false. In certain circumstances a penalty may be imposed where a false statement leads to a loss by the Council.

Name:	Signature:
Tel:	Date:
Received by: <small>(Customer Services Clerk)</small>	Date:

For more information contact tel: 01782 715500 or email: rates@newcastle-staffs.gov.uk