

RENTAL PROPERTIES REQUEST FOR 7.5% LANDLORD RATING ALLOWANCE

Article 20 Agreement



Land & Property Services®

NOTES

- This form is for ratepayers (landlords)/those responsible for rates on more than one property
- Please complete in **CAPITAL LETTERS** using black ink.

SECTION 1 – RATEPAYER (LANDLORD) DETAILS

Landlord name

Schedule Account ID*

Schedule Ratepayer ID*

Correspondence address

Postcode

Contact telephone number

Email address

* Only complete these two boxes if you want the property/properties added to your existing schedule. Otherwise leave these blank.

SECTION 2 – PROPERTY DETAILS

If you have more than one property to add, please complete below or on a separate sheet as needed. Please write your name, Account ID and Ratepayer ID on any extra sheets and attach to this form.

Address of Property 1

Postcode

This property is to be included on my schedule from

DD/MM/YYYY

**

Address of Property 2

Postcode

This property is to be included on my schedule from

DD/MM/YYYY

**

Address of Property 3

Postcode

This property is to be included on my schedule from

DD/MM/YYYY

**

**Should be either 1st April of the current rating year or the date the property/properties was/were purchased, whichever is more recent.

SECTION 3 – DECLARATION

Please complete **either** Section A or B.

A. I would like to request that the property/properties stated in Section 1 is/are included on my existing schedule. The relevant ID numbers have been identified in Section 2.

OR

B. I am a new landlord and do not have a schedule. I would like to have a schedule set up for the property/properties stated in Section 1.

Signature of ratepayer

Date

Data Protection

Any information you have provided will be used for the billing and collection of rates and the recovery of any unpaid debt due to Land & Property Services. This agency is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud, therefore it may also share this information with other bodies for these purposes.

PLEASE RETURN THIS COMPLETED FORM TO:

Land & Property Services
 Central Landlords Team
 Lincoln Building
 27-45 Great Victoria Street
 Malone Lower
 BELFAST, BT2 7SL

CONTACT US

Dial **0300 200 7801** (calls charged at local rate) and ask for the Landlords Team
 If outside NI, dial **0044 28 9054 1613**
 Textphone **18001101**

FOR STAFF USE ONLY

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|-------------------------------------|--------------|---|
| Approving Officer Signature: | Date: | Application: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected |
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WHERE AN APPLICATION IS REJECTED

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|------------------------------|--|
| Reason for rejection: | |
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| Approving Officer Signature: | Date: | |
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