

COVID-19

BUSINESS SUPPORT UPDATE

Issue 4, 25 March 2020

We are currently working on a Frequently Asked Questions Factsheet which we hope to issue tomorrow (26th March 2020) to help with the large number of enquiries we are currently receiving.

Meantime, we include a summary below of the three most common enquiries we are receiving relating to the Small Business Grant Applications for the £10,000 and £25,000 grants.

For enquiries relating to applications for the Coronavirus Business Support Fund, please email:
business.rates@south-ayrshire.gov.uk

For other COVID business support enquiries email: COVID19.BusinessSupport@south-ayrshire.gov.uk
or call: 01292 616 349

ONLINE APPLICATIONS

- Online applications are expected to open tomorrow (26th March 2020) on the South Ayrshire Council website for Business Support Grants: <https://beta.south-ayrshire.gov.uk/article/19481/information-for-businesses>
- While there is currently a PDF of the form on the site, using the online form will be easier for you and make the payment process more straightforward. So please do review the PDF, but where possible wait for the online form to make your application.
- To apply for the £10,000 grant under the Small Business Bonus Scheme, you must first be registered for SBBS and have been occupying your business premises as of 17 March 2020.

RATES REFERENCE NUMBERS

- If applying for either the £10,000 or £25,000 grant, please include your Rates Reference Number if possible. Please check your previous rates bill or letters to find this.
- However, please note it is NOT mandatory to include this Reference Number on your application. If you do not have one, please provide a full and accurate address for your premises on your application.
- Alternatively, if you have an Assessor Reference Number, please also include this. This can be found at <https://www.saa.gov.uk/>

CHANGE OF OWNER/OCCUPIER OF A NON-DOMESTIC BUSINESS PROPERTY

- To be eligible to apply to the COVID-19 Business Support Grant, you will need to be in receipt of Small Business Bonus Rates Relief. Normally this is a 2-stage process, but because of the special circumstances the Rates Department asks that it is all done at the one time.
- Please notify South Ayrshire Council business rates section that you are now the occupier of the premises and responsible for the rates by completing their Change Notification Form AND send a copy of your lease / licence agreement to verify this AT THE SAME TIME.
- On this occasion, we recommend that you apply for the Change Notification and Small Business Bonus Scheme (SBBS) relief by completing the downloaded application forms rather than through an online application. Then send a single email to: business.rates@south-ayrshire.gov.uk with the three attachments:
 1. Change Notification Form
 2. Small Business Bonus Scheme (SBBS) application form
 3. Copy of your lease/licence for this property.
- The relevant links are as follows:
 1. <https://www.south-ayrshire.gov.uk/businessrates/changeofowner.aspx>
 2. <https://www.south-ayrshire.gov.uk/businessrates/reductions/small-business-bonus.aspx>
- The forms should be returned by email to: business.rates@south-ayrshire.gov.uk