

The Vale of Glamorgan Council
 NNDR Team
 Civic Offices
 Holton Road
 Barry
 CF63 4RU
 e-mail
nndr@valeofglamorgan.gov.uk



Cyngor Bro Morgannwg
 Tîm Trethi Annomestig Cenedlaethol
 Swyddfeydd Dinesig
 Heol Holton
 Y Barri
 CF63 4RU
 e-bost
nndr@valeofglamorgan.gov.uk

Application for Hardship Relief under S 49 Local Government Finance Act 1988
Cais am Ryddhad Caledi o dan adran 49 Deddf Cyllid Llywodraeth Leol 1988

| | |
|--|--|
| <p>Name of applicant. <i>Enw'r ymgeisydd</i></p> | |
| <p>Address of premises for which rate relief is being applied. <i>Cyfeiriad y safle sy'n destun y cais am gymorth trethi.</i></p> | |
| <p>Nature of business. <i>Math o fusnes.</i></p> | |
| <p>Amount of hardship relief applied for <i>Maint y taliad y gofynnir amdano yn y cais am ryddhad caledi.</i></p> | |
| <p>Period over which hardship is applied for <i>Y cyfnod sy'n berthnasol i'r cais am ryddhad caledi.</i></p> | |
| <p>What benefit does your business provide to the local community? <i>Sut bydd eich busnes o les i'r gymuned leol?</i></p> | |
| <p>Reasons why it would be in the interests of council tax payers to grant relief. <i>Pam y byddai o fantais i drethdalwyr y cyngor petai grant yn cael ei gynnig?</i></p> | |
| <p>What factors have led to the ratepayer suffering hardship? <i>Pa ffactorau sy'n gyfrifol am galedi'r trethdalwyr?</i></p> | |

| | |
|---|---|
| <p>What steps have you taken to improve the financial or trading elements of your business?</p> <p><i>Pa gamau yr ydych chi wedi'u cymryd er mwyn trafod arian eich busnes yn well neu fasnachu'n well?</i></p> | |
| <p>Have you sought or received any financial assistance from the council or other organisations e.g. grants, business advice?</p> <p><i>A gawsoch unrhyw gymorth ariannol oddi wrth y cyngor neu sefydliadau eraill e.e. grantiau, cyngor busnes?</i></p> | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes please give full details including contact details</p> <p>Do <input type="checkbox"/> Naddo <input type="checkbox"/></p> <p>Os felly, rhowch fanylion llawn gan gynnwys manylion cysylltu</p> |
| <p>Is any creditor taking legal action against the business?</p> <p><i>Oes unrhyw echwynwyr yn dwyn achos cyfreithiol yn erbyn y busnes ar hyn o bryd?</i></p> | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes please give full details below</p> <p>Oes <input type="checkbox"/> Nac oes <input type="checkbox"/></p> <p>Os felly, rhowch fanylion llawn isod</p> |
| <p>Do you currently own or run any other businesses?</p> <p><i>Ydych chi'n berchen ar unrhyw fusnesau eraill neu'n rhedeg busnes arall ar hyn o bryd?</i></p> | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes please give full details below</p> <p>Ydw <input type="checkbox"/> Nac ydw <input type="checkbox"/></p> <p>Os felly, rhowch fanylion llawn isod</p> |
| <p>Are you employed or receiving state benefit?</p> <p><i>Ydych chi'n gweithio neu'n cael budd-dâl y wladwriaeth?</i></p> | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes please give full details of benefits / earnings below</p> <p>Ydw <input type="checkbox"/> Nac ydw <input type="checkbox"/></p> <p>Os felly, rhowch fanylion llawn am eich budd-daliadau / enillion isod</p> |

You **MUST** supply the following information in support of your application

- Certified copies of your last 2 years audited accounts – if you have been in business for less than 2 years please supply accounts since you started trading and business plan.
- Details of your projected financial position for the current year including a cash flow statement.

You may also provide

- Certified information that would be helpful – such as a supporting letter from your bank manager or accountant
- Any other relevant information to support your application
- Please use continuation sheets if there is insufficient space on the form

Mae'n **RHAID** i chi gyflwyno'r wybodaeth ganlynol i gefnogi'ch cais

- Copïau ardystiedig o'ch cyfrifon am y 2 flynedd ddiwethaf wedi'u harchwilio. Os ydych yn rhedeg eich busnes ers llai na 2 flynedd, dylech gyflwyno cyfrifon am yr holl amser y buoch yn masnachu a hefyd gynllun busnes.

- Manylion am eich sefyllfa ariannol ragamcanol ar gyfer y flwyddyn bresennol a datganiad am lif arian.

Cewch hefyd gyflwyno

- Gwybodaeth ardystiedig ddefnyddiol – llythyr cefnogol oddi wrth eich rheolwr banc neu'ch cyfrifydd
- Unrhyw wybodaeth berthnasol arall er mwyn cefnogi'ch cais
- Mae croeso i chi ddefnyddio dalenni ychwanegol o bapur os nad oes digon o le ar y ffurflen

DECLARATION **DATGANIAD**

I certify that to the best of my knowledge and belief the all the information given in this application is correct.

Tystiaf fod yr holl wybodaeth yn y cais hwn yn gywir hyd y gwn ac y credaf.

I authorise the recipient of this application to consult and share the information supplied by me with other officers within the Vale of Glamorgan, other local authorities, government agencies and private sector organisations such as banks, for the purposes of verifying that the information is correct, determining the application, to provide business support and to prevent and detect fraud.

Rhoddaf ganiatâd i'r sawl sy'n derbyn y cais hwn ymgynghori a rhannu fy ngwybodaeth â swyddogion eraill Bro Morgannwg, awdurdodau lleol eraill, asiantaethau'r llywodraeth a sefydliadau'r sector preifat fel banciau er mwyn cael cadarnhau'r wybodaeth honno, dod i benderfyniad ynglŷn â'r cais, cefnogi fy musnes ac atal a darganfod twyll.

Signature if ratepayer
Eich llofnod os ydych yn drethdalwr
Capacity in business
Eich swydd yn y busnes
Telephone number
Rhif ffôn
E-mail address
Cyfeiriad e-bost
Date
Dyddiad

| |
|--|
| |
| |
| |
| |
| |

This form is available in large print and other formats on request
Mae'r ffurflen hon ar gael mewn print bras a fformatiau eraill drwy holi

The Vale of Glamorgan Council
NNDR Team
Civic Offices
Holton Road
Barry
CF63 4RU
e-mail
nndr@valeofglamorgan.gov.uk



*Cyngor Bro Morgannwg
Tîm Trethi Annomestig Cenedlaethol
Swyddfeydd Dinesig
Heol Holton
Y Barri
CF63 4RU
e-bost
nndr@valeofglamorgan.gov.uk*

Ceisiadau am Ryddhad Caledi

Mae gan y Cyngor ryddid i leihau neu ddileu taliadau trethi annomestig o dan adran 49 o Ddeddf Cyllid Llywodraeth Leol 1988. Y Cyngor sy'n penderfynu pwy'n union a gaiff ryddhad caledi ac nid oes unrhyw ddyletswydd arno i'w dalu o dan y gyfraith.

Caiiff pob cais ei asesu'n ôl ei deilyngdod ei hun, a bydd disgwyl i'r Cyngor ariannu 25% o bob taliad o'i gronfeydd ei hun. Am fod y Cyngor yn wynebu cyfnod cyfyng ar hyn o bryd, ni fedr gefnogi unrhyw achos onibai ei fod yn eithriadol o deilwng. Mae'n rhaid i ymgeisydd ddangos ei fod mewn caledi gwirioneddol ac y byddai o les i drethdalwyr y Cyngor petai'n cael ei gynorthwyo.

Wrth wneud cais am gymorth, y mae'n rhaid i fusnesau:

- Lenwi ffurflen Rhyddhad Caledi;
- Gyflwyno copïau ardystiedig o'u cyfrifon am y 2 flynedd ddiwethaf wedi'u harchwilio. Os ydych yn rhedeg eich busnes ers llai na 2 flynedd, dylech gyflwyno cyfrifon am yr holl amser y buoch yn masnachu a hefyd gynllun busnes;
- Roi manylion am eu sefyllfa ariannol ragamcanol ar gyfer y flwyddyn bresennol a datganiad am lif arian;
- Roi gwybod am unrhyw echwynwyr sy'n dwyn achos yn eu herbyn;
- Roi manylion am unrhyw gymorth neu gyngor ariannol a gawsant yn ystod y 2 flynedd ddiwethaf;
- Ddangos yn eglur eu bod yn profi caledi;
- Egluro pam y byddai o les i drethdalwyr y Cyngor petaent yn cael grant;
- Ddangos eu bod eisoes yn defnyddio'r safle sy'n destun y cais.

Mae croeso i chi ddefnyddio dalenni ychwanegol o bapur os nad oes digon o le ar y ffurflen.

Dylech gyfeirio eich cais ac unrhyw ddogfennau cefnogol at -

Y Tîm Trethi Annomestig Cenedlaethol
Cyngor Bro Morgannwg
Swyddfeydd Dinesig
Heol Holton
Y Barri
CF63 4RU
E-bost nndr@valeofglamorgan.gov.uk

Bydd ceisiadau'n cael eu trin yn gwbl gyfrinachol. Serch hynny, bydd gan y sawl sy'n derbyn eich cais hawl i ymgynghori a rhannu'ch gwybodaeth â swyddogion eraill y Fro, awdurdodau lleol eraill, asiantaethau'r llywodraeth a sefydliadau preifat fel banciau er mwyn cael cadarnhau'r wybodaeth honno, penderfynu ar y cais, cynorthwyo'ch busnes ac atal a darganfod twyll.

Applications for Hardship Relief

The Council has the discretion to reduce or remit the payment of non-domestic rates under section 49 of the Local Government Finance Act 1988. The award of hardship relief is entirely at the discretion of the Council and there is no legislative requirement for the Council to make such awards.

All applications will be dealt with individually on their own merit however, it must be recognised that the Council has to fund 25% of the cost of any award of hardship relief directly from its own funds. Given the financial constraints facing the council the level of relief that can be granted will be limited to cases of exceptional merit where a period of hardship can be genuinely shown and it would be in the interests of council tax payers to provide support.

When applying for relief, businesses must

- Complete the Hardship Relief application form;
- Submit certified copies of your last 2 years audited accounts – if you have been in business for less than 2 years please supply accounts since you started trading and the business plan;
- Provide details of your projected financial position for the current year including a cash flow statement;
- Declare if any creditors are taking legal action against the business;
- Provide details of any financial support or advice that the business has received in the last 2 years;
- Clearly demonstrate that hardship has occurred;
- Say why it would be in the interests of council tax payers to grant relief;
- Be occupying the premises on which relief is applied for.

Please use continuation sheets if there is insufficient space on the form

Please send your application together with any supporting documentation to -

The NNDR Team
The Vale of Glamorgan Council
Civic Offices
Holton Road
Barry
CF63 4RU
Email nndr@valeofglamorgan.gov.uk

Applications will be treated in confidence, however the recipient of the application may consult and share the information supplied with other officers within the Vale of Glamorgan, other local authorities, government agencies and private sector organisations such as banks, for the purposes of verifying that the information is correct, determining the application, to provide business support and to prevent and detect fraud.