

Gloucester City Revenues and Benefits  
Po Box 2017  
PERSHORE  
WR10 9BJ  
E: [br@gloucester.gov.uk](mailto:br@gloucester.gov.uk)  
W: [www.gloucester.gov.uk](http://www.gloucester.gov.uk)

Account Reference

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Issue Date

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Standard Multiplier 54.6p Small Business Multiplier 49.9p  
Rateable Value  
Description:

5,6

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**PAYMENT INSTRUCTIONS**

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**NON-DOMESTIC RATES DEMAND NOTICE**

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**Amount Due: £**

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Save paper and get your bill by email - sign up to paperless billing at  
[www.gloucester.gov.uk/sign-up-for-paperless-billing](http://www.gloucester.gov.uk/sign-up-for-paperless-billing)

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**Reason for Bill:**

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## Your business rates bill explained

Please see the numbered explanations below.

1. The business rates account reference number for the property. This is a 10-digit number that begins '060'. You must use this reference number when managing your business rates account online, making a payment, or when you contact us with a business rates query.
2. This is the date we printed your bill. If you have made any payments or changes after this date they will not appear on the bill.
3. The Small Business Non-Domestic Rating Multiplier is applied to properties with a Rateable Value of less than £51,000.
4. The Non-Domestic Rating Multiplier applies to properties with a Rateable Value of over £51,000 and includes an amount to fund the small business rate relief.
5. The Rateable Value is the amount that the Valuation Office estimate that your property could reasonably be let for on an annual basis. The rateable value is used to calculate how much you need to pay.
6. This is the description of your property as shown on the Valuation Office Rating List.
7. This is the address that the business rates shown on the bill are payable for.
8. Name and correspondence address of person or business responsible for paying the bill.
9. The monthly payments that you need to make and the date that they need to be made by. If you pay by direct debit the amount shown will automatically be taken from your bank account. Any arrears or amounts outstanding from previous years are not included in these instalments and should be paid as previously arranged. You can make your payments online or set up a direct debit through your My Gloucester account.
10. This is the financial year that your bill relates to, the financial year runs from 1st April to 31st March the following year.
11. This shows you how the bill is made up. It shows the gross amount of business rates due for the period of your liability and any reliefs or exemptions that have been applied. Your annual charge is worked out by multiplying the Rateable Value for the property by the appropriate multiplier figure.
12. This is the net amount due for the year, after reliefs or exemptions have been applied.
13. This is the total amount that you need to pay. If the amount is followed by the letters CR, your account is in credit and you can contact us for a refund.
14. The barcode is used by the Post Office or PayPoint store when you make a payment and identifies your account.
15. This is the reason that the bill has been sent out to you.