

Appendix 2-Business Rates Documentation

File in 99

# Notice requesting supply of information for Non-Domestic Rating



This is a Notice for Non-Domestic Rating purposes for the property described beside. You are requested to supply the information specified in this Notice by completing, signing and returning it to me within 21 days from the date of receipt by you. (A pre-paid envelope is provided.)

02 NOV 2001

TENANT OCCUPIER  
99

GREAT RUSSELL STREET  
LONDON  
WC1R 3TA

This Notice is served on you under Paragraph 5 of Schedule 9 to the Local Government Finance Act 1993.

It is my belief that the information requested will assist me in carrying out functions conferred or imposed on me by or under Part III of the 1993 Act (concerning Non-Domestic Rating), including the compilation of a new Rating List, or the maintenance of any Rating List.

Ref: FOR2342506/088

CO

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VO 6002

**PART A OVERLEAF AND THE DECLARATION ON THIS PAGE MUST BE COMPLETED IN ALL CASES.**

**PART B SHOULD ONLY BE COMPLETED IF YOU PAY A RENT OR HAVE A LEASE, TENANCY OR LICENCE AGREEMENT.**

If there is not enough space for any of your answers, you should continue on the final page or a separate sheet of paper. Any extra sheet should show the question number(s) and be attached to this Notice when it is returned to me.

Valuation Officers are neutral officials charged with the statutory and recurring duty of compiling a Rating List and maintaining its contents in correct and legal form. In valuing property for Non-Domestic Rating they act independently and impartially.

**FALSE STATEMENTS OR FAILURE TO COMPLETE AND RETURN THIS NOTICE WITHIN 21 DAYS OF RECEIPT MAY RESULT IN PROSECUTION.**

You may contact my office if you need any advice before completing this Notice. Guidance is also available on our website at [www.voa.gov.uk](http://www.voa.gov.uk)

Valuation Office  
Ramsden House  
New Street  
HUDDERSFIELD  
HD1 2UU  
0207 445 0730

### Declaration

To the best of my knowledge and belief the information supplied in this Notice and any attachment is correct and complete.

Name (in Capital) Ms Turner

Signature [Redacted]

Dated 15-11-01

Position (eg. Director or Partner) General Manager (Acad)

Capacity in which signed: Occupier  Owner  Lessee  Agent for Occupier  Agent for Owner  Agent for Lessee

Daytime telephone number 020 8202-3311

Address to which correspondence should be sent if different from above (eg. Occupier's or Owner's Head Office/estate Department or retained agent)

Name (in Capital) Ms Turner

Daytime telephone number [Redacted]

Your reference General Manager (Acad)

Address 70-78 WEST HANSON ROADWAY LONDON

Postcode NW8 7ST

VO 6002 (4/01)

### Part A

#### PLEASE GIVE THE FOLLOWING DETAILS:

- 1 Name of the current occupier:  
**FLORENCE STATE UNIVERSITY**
- 2 Is the address shown on the front of the form correct?  Yes  No
- If NO, state the correct full postal address below:

postcode

- 3 When did you first occupy the property?

22/12/00

- 4 What is the present use of the property? (eg. shop, shop with living accommodation, factory etc)

**HOME AND BUSINESS**

- 5 Indicate your type of tenure

- Freehold,  
 Long leasehold at a ground rent,  
 Leasehold,  
 Tenancy,  
 Licence,  
If a combination, give details.

- 6 If the occupier is connected with the landlord in any way, state the relationship:

**COUNCIL**

### Lettings

- 7 Is any rent received from letting any parts of the property?  Yes  No
- If YES, state the number of lettings and complete below:

Description:

Use:

Name of tenant:

Correspondence Address:

Current annual rent (see Q9)

Date when rent first:

Day Month Year

If more than one letting, give similar information on the final page or a separate sheet which should be signed and dated.

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Is the rent paid or Q9 based on open market value?  Yes  No

If "NO", tick the appropriate box below

- A percentage of open market value  
 An amount fixed when the lease was granted  
 A percentage of turnover  
 Indexed (eg. to the Retail Price Index)  
 Other (eg a combination of the above)

Describe below:

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Who is ultimately responsible for the following costs?

- a) outside repairs:  Landlord  Tenant  
b) inside repairs:  Landlord  Tenant  
c) building insurance:  Landlord  Tenant

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Does the rent include an amount for any services provided by the landlord (eg. maintaining shared parts)?  Yes  No

Give details of any services provided by the landlord and state whether they are included in the rent (eg. cleaning, security, management charge, lift, lighting, heating, cleaning of shared parts):

Service:  Included  Separate in Rent  Payable

What annual amount is included in the rent for services (excluding VAT)? £

What annual amount is paid separately for services (excluding VAT)? £

20

Does the rent include an amount for parking spaces or garaging?  Yes  No

If the answer is "YES", give the number of:

Open Spaces  Covered spaces  Garages

21

Is a rent for garaging/parking paid separately?  Yes  No

If the answer is "YES", how many spaces are separately rented?

Open Spaces  Covered spaces  Garages

What is the annual payment (excluding VAT)? £

When was this payment first?  Day  Month  Year

22

Does the rent include an amount for the use of trade fixtures, furniture and machinery?  Yes  No

If the answer is "YES", give details including the amount payable if known to you.

23

Was a former lease or agreement surrendered as a condition of the present one being granted?  Yes  No

Were you given a rent free period or any waiver or other benefits when the lease or agreement was granted?  Yes  No

Was a capital sum or premium paid by or to the occupier in respect of the lease or agreement?  Yes  No

If either answer is "YES" and if the rent has not been reviewed since give details of any rent free period, or if any amount paid by or to the tenant.

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Have any alterations, improvements, refurbishments, initial fitting out or initial repairs been carried out by you (or by a previous occupier) under the same lease?  Yes  No

If the answer is "YES" please give details (eg. cost of the works and date completed).

25

Are there any works required to be carried out as a condition of the present tenancy or agreement by the tenant?  Yes  No

Give details if any, tenants additions or improvements were disregarded at the time the rent was agreed or determined.

26

Does the rent only relate to part of the property?  Yes  No

Does the rent include any other property?  Yes  No

If YES, give details.

27

When your current rent was agreed or set, was your Uniform Business Rate demand subject to transitional phasing arrangements?  Yes  No

28

Are there any legal or planning restrictions, unusual conditions or terms in the lease or agreement that have affected the rent payable (eg. zoning, covenants, contracting out of landlord and tenant Act rights etc)?  Yes  No

If "YES", give details.

Please complete the declaration on page 1 before you return this Notice to me.

Address of property: **THE FLORIDA STATE UNIVERSITY 98-103, GREAT RUSSELL STREET, LONDON, WC1B 3LA**

Valuation history

**Current valuation - 2010 rating list (1st April 2010 - 31st March 2017)**

Billing authority reference	Address of property	Description	Composite property	Appeals	With effect from	Rateable value	TC
01112009810003	THE FLORIDA STATE UNIVERSITY 98-103, GREAT RUSSELL STREET, LONDON, WC1B 3LA	UNIVERSITY AND PREMISES	N	0	01 Apr 2010	£ 106,000	N

**Earlier valuations from the 2010 rating list (1st April 2010 - 31st March 2017)**

Billing authority reference	Address of property	Description	Composite property	Appeals	With effect from	Rateable value	TC
01112009810003	THE FLORIDA STATE UNIVERSITY 98-103, GREAT RUSSELL STREET, LONDON, WC1B 3LA	UNIVERSITY AND PREMISES	N	0	01 Apr 2010	£ 125,000	N

**Most recent valuation from the 2005 rating list (1st April 2005 - 31st March 2010)**

Billing authority reference	Address of property	Description	Composite property	Appeals	With effect from	Rateable value	TC
01112008810003	THE FLORIDA STATE UNIVERSITY 98-103, GREAT RUSSELL STREET, LONDON, WC1B 3LA	UNIVERSITY AND PREMISES	N	0	01 Apr 2005	£ 100,000	N/A