

## **Small Business Grant Fund and Retail, Hospitality and Leisure Grant Fund**

In response to the Coronavirus, COVID-19, the Government announced there would be support for small businesses, and businesses in the retail, hospitality and leisure sectors. This support will take the form of two grant funding schemes, the Small Business Grant Fund and the Retail, Hospitality and Leisure Grant Fund.

Your business has been identified as potentially eligible to receive a grant when the Government funding becomes available. You will not be required to make an application. However, to enable us to process the grant as quickly as possible you will need to provide **up to date bank account details for your business, and to make a State Aid Declaration.**

You will need to do this online at <https://forms.sefton.gov.uk/covid19businessform/>

For security purposes you will need to provide some details from the business rates bill issued to you on 16 March 2020. If you have not received that bill you can request a copy by e-mailing [business.rates@sefton.gov.uk](mailto:business.rates@sefton.gov.uk). We will prioritise issuing a replacement to you.

Please return this information as soon as possible so that the Council can facilitate onward payment to businesses once funding from Central Government has been received.

Our priority is to get this grant funding out to businesses that need it as soon as we can. At this stage there will not be extensive checks, which could delay the process, however there will be a retrospective exercise in the coming weeks to guard against fraudulent activity.

You can access more information about support available at [www.investsefton.com](http://www.investsefton.com)

If you are no longer the occupier of the property, and have not told us you have left, you must e-mail us at the address above as soon as possible with the details of when you vacated and a forwarding address to close your account.

Yours faithfully

Mark Barry

Head of Revenues