



# Hertsmere Borough Council

Return to:  
Revenues Department  
Civic Offices  
Elstree Way,  
Borehamwood  
Herts  
WD6 1WA

## **INFORMING BUSINESS RATES OF A MOVE INTO HERTSMERE BOROUGH COUNCIL**

Name	
Property address	
Correspondence address	
Telephone number	
E-mail address	

<b>Please complete the following if you are the new Owner:</b>	
Completion date	
Previous owner's name and new address	
Your previous address	

<b>Please complete the following if you are the new Tenant:</b>	
Tenancy start date	
Landlord/Owner/Agent's name and address (whichever is applicable)	
Previous address	

<b>Date of Occupation if different from above</b>	
Date of occupation / start trading from	

**DECLARATION: I declare that the information above is accurate. I am aware that I may be liable to a penalty for failure to provide information, or for providing false information.**

Signature		Date	
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