

Business rates relief checklist

UK | Checked 12 October 2026 | XnMark

Business: _____ Review date: _____

☐ Confirm the property nation

Use England, Scotland, Wales or Northern Ireland rules as appropriate.

Owner: _____ Evidence / next action: _____

☐ Keep the current valuation entry

Record RV or NAV, property use, occupation and linked properties.

Owner: _____ Evidence / next action: _____

☐ Compare the current and previous bill

Separate changes in valuation, multiplier, period and relief.

Owner: _____ Evidence / next action: _____

☐ Check the relevant relief conditions

Review thresholds, property limits, exclusions and any automatic award.

Owner: _____ Evidence / next action: _____

☐ Investigate transitional protection

Do not assume the English cash figure is a flat ceiling for every bill.

Owner: _____ Evidence / next action: _____

☐ Choose the correct review route

Distinguish a relief or billing question from a valuation challenge.

Owner: _____ Evidence / next action: _____

☐ Retain source and decision evidence

Keep official guidance, correspondence and the authority calculation.

Owner: _____ Evidence / next action: _____

☐ Assign review and follow-up owners

Update forecasts only with confirmed costs and outcomes.

Owner: _____ Evidence / next action: _____

This working record does not certify legal compliance or create an exemption.

Confirm the current billing year, eligibility and process with the relevant authority.

Sources: GOV.UK, Scottish Government, Business Wales and Invest Northern Ireland.

National rules are different; this checklist does not guarantee an award.

Full source references: xnmark.com/insights-business-rates-relief-uk-2026/