



TOWN HALL, THE PARADE  
 EPSOM SURREY KT18 5BY  
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**NATIONAL NON-DOMESTIC RATE  
 PROPERTY UPDATE**

In order that the rating records may be amended, please **COMPLETE** and **RETURN** this form to the **RATES SECTION, TOWN HALL, THE PARADE, EPSOM, SURREY KT18 5BY.**

<b>1</b>	<b>Address of Property &amp; Description</b> i.e. shop, office etc	
<b>2</b>	<b>Full Name of Occupier and Trading Name</b>	
<b>3</b>	<b>If leased/rented property, give name and address of Owner.</b>	
<b>4</b>	<b>Date when furnished / stock first installed.</b>	
<b>5</b>	<b>Date you completed purchase / lease if different from above.</b>	
<b>6</b>	<b>Address to which account should be sent.</b>	
<b>7</b>	<b>Name and address of your Solicitor.</b>	
<b>8</b>	<b>New address of previous Occupier or name and address of their Solicitor.</b>	
<b>9</b>	<b>Instalments</b> Please ✓ which method you require.	<b>Direct Debit Instalment</b>

**SIGNED .....**

**DATED .....**

**POSITION IN COMPANY .....**