

Your rate bill explained – Direct Debit customers

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Land & Property Services
 Lincoln Building
 27-45 Great Victoria Street
 Malone Lower
 BELFAST, BT2 7SL

0006552/40332
 OCCUPANT
 JOHN SMITH
 123 ANY STREET
 ANY TOWNLAND
 ANY TOWN
 BT00 ABC

Your Account:
Occupancy ID 9876 5432
Account ID and Ratepayer ID Account ID 0123 4567 Ratepayer ID 8910 5568

Rate Bill Enquiries:
 Dial 0300 200 7801
 (call charged at local rate)
 Helpline From outside NI, dial +44 28 9051 4613
 Textphone Dial 18001101

Our operators are available to help you:
 Monday–Friday 9am to 5pm
 Please have this bill to hand when contacting us.
 For further information on rates online visit www.nidirect.gov.uk/rates or www.nibusinessinfo.co.uk/rates

Address of property for which rates are due
 200 ANY STREET
 ANY TOWNLAND
 ANY TOWN
 BT00 ABC

Your Rate Bill

Date of issue: 1st April 2012

Please note that any changes to your account (including payments) made after 15th March 2012 are not shown.

***Total amount payable if it is received in full, as a single payment, by LPS on or before 4th May 2012**

Your Direct Debit schedule
 Thank you for paying by Direct Debit. **You do not need to take any action.** Please keep this bill safe for your records.
 Your rate bill payments will be debited from your account on the date(s) shown in the table (right).

You must allow a minimum of **5 working days** for any payment not collected by Direct Debit to reach LPS.

Rate assessment for period	Amount
1 Apr 2012 to 31 Mar 2013	£800.00
Balance brought forward from previous years	£200.00
Exemptions/Reliefs/Allowances (see overleaf)	- £66.00
Total Amount Due (if paid after 4th May)	£934.00
Discounted Amount Due (conditions apply*)	£904.64

Direct Debit date(s)	Amount
30 Apr 2012	£93.40
30 May 2012	£93.40
30 Jun 2012	£93.40
30 Jul 2012	£93.40
30 Aug 2012	£93.40
30 Sep 2012	£93.40
30 Oct 2012	£93.40
30 Nov 2012	£93.40
30 Dec 2012	£93.40
30 Jan 2013	£93.40

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More information about your property and rate bill (values shown in pounds sterling (£))

Capital Value	90,000	District Council	YOUR COUNCIL
Rateable Capital Value	90,000	Ward	YOUR WARD
Regional Rate	0.003608	Property Description	house, outbuilding, garden
District Rate	0.002374		

Exemptions/Reliefs/Allowances:
 Lone Pensioner Allowance £66.00

If you rent a property to tenants you can get an allowance of 7.5% or 12.5% on the annual rate bill (if relevant conditions are met). For more information dial 0300 200 7801.

If you require this bill in a different language or format, please dial 0300 200 7801 (calls charged at local rate). Dial 18001101 for textphone.

DIRECT DEBIT GUARANTEE

- This Guarantee is offered by all Banks and Building Societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Land & Property Services (LPS) will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request LPS to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by LPS or your Bank or Building Society, you are entitled to a full and immediate refund of the amount paid from your Bank or Building Society. If you receive a refund you are not entitled to, you must pay it back when LPS asks you to.
- You can cancel a Direct Debit at any time by simply contacting your Bank or Building Society. Written confirmation may be required. Please also notify us.

- Shows the LPS rating office for the district council area.
- These are your rate account details. Quote these when contacting us or paying your bill.

Your Account:

Occupancy ID	9876 5432	
Account ID and Ratepayer ID	Account ID	Ratepayer ID
	0123 4567	8910 5568

- For all rating and valuation queries you can ring the new Helpline number on **0300 200 7801**.
- Shows the amount you must pay. It also provides a breakdown including any outstanding balances and any exemptions; reliefs or allowances.
- Early payment discount amount. This is only applicable if LPS receives this amount in full as a single payment on or before the discount day. Please note this represents the discount on the rate assessment for the period stated on the bill, not the total amount.

- This is your Direct Debit schedule which will show on which date your rates payment will be lifted from your account.
- A breakdown of rating information for the property including valuation amount and regional and district rates for the council area.
- A breakdown of all exemptions, reliefs and allowances (if any) that you currently receive. The total amount is provided in section 4.
- This is your Direct Debit Guarantee that explains our responsibilities to you under the Direct Debit agreement.