The Government has introduced a deferral regime for up to 6 months that may be applied to payments due or accruing beforehand that remain unpaid during the period 21 March 2020 and 31 July 2021 (“the material period”). Community Infrastructure Levy (“CIL”) deferral is part of Regulation 72A of the CIL Regulations as amended by Community Infrastructure Levy (Coronavirus) (Amendment) (England) Regulations 2020.

Please complete this form and submit it to the Collecting Authority by email to [CIL@royalgreenwich.gov.uk](mailto:CIL@royalgreenwich.gov.uk). Requests for deferral will not be approved without this form having been completed and the declaration signed and dated by a director, company secretary or trustee (with respect of charities) or, where applicable, the individual who is liable for the CIL.

|  |  |
| --- | --- |
| **Person requesting deferral (‘liable party’)** | |
| Name |  |
| Tel number |  |
| Email |  |

|  |  |
| --- | --- |
| Permission / Demand details | |
| Planning Reference |  |
| Demand Notice Reference |  |
| Development Address |  |
| Unpaid Amount Due |  |
| Payment Due Date |  |
| Previously Paid Amount(s) |  |

|  |  |
| --- | --- |
| **Regulation 72A requirements (tick all that apply)** | |
| Deferral request has been made no more than 14 days before, or as soon as possible, after the payment is due. |  |
| Which of the following is the liable party for the CIL?  Individual  Sole enterprise  Part of a linked business (eg part of a group of companies etc)  Has partners/partnership  Refer to Government guidance here for assessing this:  <https://www.gov.uk/guidance/coronavirus-covid-19-community-infrastructure-levy-guidance> |  |
| Liable party has an annual turnover not exceeding £45,000,000 (see above) |  |
| Liable party has been served with a demand notice by the collecting authority under Regulation 69 |  |
| Liable party is required to pay an amount of CIL in respect of a chargeable amount between 22 July 2020 and 31 July 2021 |  |
| Liable party is experiencing financial difficulties for reasons connected to the effects of coronavirus resulting in difficulty paying that amount |  |

|  |  |
| --- | --- |
| **Additional information to be submitted** | |
| A declaration from a responsible person or organisation, such as a chartered accountant or auditor. This can set out what the turnover is and whether the person or business meets the criteria of sole enterprise or is part of a linked business or has partners (the liable party); and / or  Information provided to Companies House including the company’s confirmation statement (annual return). |  |
| Copy of the demand notice served on the liable party demonstrating that a chargeable amount is due between 22 July 2020 and 31 July 2021 |  |
| Evidence demonstrating financial difficulties related to the effects of coronavirus including most recent audited accounts and any other relevant information you would like the local authority to take into consideration including the impact of the coronavirus on cash flow; reserves; forecast loss of income; (un)recoverable debts/cost of refinancing and negotiations with other suppliers re: income or deferment of payment; evidence of furloughed staff etc |  |

**Declaration of Authorisation**

**Name: Date:**

**Position: Signature:**

**Organisation:**