**Additional Restrictions Grant: Spectator sports and ticketed events - Application Form**

Deadline: Monday 21st June.

Please email your application and evidence to [discretionarygrant@sutton.gov.uk](mailto:discretionarygrant@sutton.gov.uk)

Please read the full guidance before applying to the fund.

**Details of business**

|  |  |
| --- | --- |
| Name of business |  |
| Type of business (e.g. limited company, partnership) |  |
| Company number or Unique Taxpayer Reference |  |
| Date business started trading |  |
| Number of employees |  |
| Name of person submitting application |  |
| Job title of person submitting application |  |
| Email address |  |
| Phone number |  |
| Address |  |
| Business Rates account number (if applicable) |  |
| Sector |  |
| Please provide details on the nature of your business |  |
| Please provide details on how your business operates by providing ticketed events |  |
| Name of bank |  |
| Name of bank account |  |
| Sort code |  |
| Account number |  |

**Financial information**

|  |  |  |
| --- | --- | --- |
|  | 12 month period prior to COVID-19 | 12 month period during COVID-19 |
| Time period |  |  |
| Turnover / Income |  |  |
| * Gate receipts |  |  |
| * Season ticket income |  |  |
| * Ticket sales |  |  |
| * Grant funding received |  |  |
| * Other income |  |  |
| Loans |  |  |
| Spend from reserves |  |  |
| Expenditure: Salary or employee costs |  |  |
| Expenditure: Non-salary costs |  |  |
| Net profit or loss |  |  |
| Balance sheet |  |  |
| Other (please add) |  |  |

|  |  |
| --- | --- |
| Any other comments |  |

**Evidence requirements**

|  |  |
| --- | --- |
| **Evidence required** | **Comments** |
| Full bank statement for March or April 2021 which show the account name, sort code and account number |  |
| Last two sets of full audited accounts which show your previous turnover, including Profit & Loss accounts  OR  2018/19 and 2019/20 full Self Assessment Tax Return (form SA100 and the Self-Employment sections SA103S or SA103F) |  |
| Set of management accounts which cover a 12 month period during COVID-19 |  |
| If you are based in a commercial property and are not liable for Business Rates, please provide a copy for a rental invoice, lease, or rental agreement |  |
| Any other evidence you would like to provide to support your application |  |

**Declaration**

● The government will not accept deliberate manipulation and fraud - any business caught falsifying their records or giving false information (including verbally) to gain grant money will face prosecution and any funding issued will be subject to claw back.

● I have reviewed the scheme guidance and am eligible to receive a grant in line with this.

● If it is later identified your payment has been made in error (as a result of either party) you will be required to refund the grant payment made.

● We will use details you have provided in your application to carry out further checks. Your data will be held, processed and retained securely by the London Borough of Sutton. It will be shared with other teams across the Council and third parties for the purpose of assessing, verifying and processing your application, reporting, responding to statutory requests, post-payment monitoring and for the detection and prevention of fraud and error. It will be shared with others, including the Department for Business, Energy and Industrial Strategy, Her Majesty's Revenue and Customs Service and their third parties for reporting, monitoring, evaluation and fraud detection purposes. If a grant is awarded, details will be published through the London Borough of Sutton’s website. Information will be released as required by legislation such as Freedom of Information. You may be contacted for research purposes following the award of the grant, by the London Borough of Sutton, the Government or their third parties. The London Borough of Sutton’s full privacy notice is available at Sutton.gov.uk.

**I confirm that I have read and understood the declaration statements**

**Signature:**

**Name:**

**Date:**

**You must also complete the subsidy declaration below**

**Subsidy Allowance Declaration**

The EU State Aid rules no longer apply to subsidies granted in the UK following the end of the transition period. From 4 March 2021, new subsidy allowances were established for the COVID-19 business grants schemes, on the basis of the principles set out in Article 3.4 of the Trade and Cooperation Agreement. There are three subsidy allowances for this scheme. The full guidance is set out below.

**You must confirm which allowance you are claiming under, having read the full guidance below. Please only select one subsidy allowance.**

• My business has received less than £335,000 support (subject to exchange rates) over any period of three years and so I qualify for the **Small Amounts of Financial Assistance Allowance** 

• My business has received less than £1,600,000 support during the periods affected by Covid-19 restrictions (March 2020 onwards) and so I qualify for the **COVID-19 Business Grant Allowance**. I confirm that my business is not subject to collective insolvency proceedings and that the undertaking of my business was not in difficulty on 31st December 2019 (please see definition below at Annex 2).

**•** My business has reached the limited of support from the Small Amounts of Financial Assistance Allowance and COVID-19 Business Grant Allowance, and qualifies under the **COVID-19 Business Grant Special Allowance,** which has a limit of up to approximately £9,000,000 provided certain conditions are met**.** The details of this allowance are set out below. I confirm that my business is not subject to collective insolvency proceedings and that the undertaking of my business was not in difficulty on 31st December 2019 (please see definition below at Annex 2). **If you select this option, you must provide full evidence as set out below to demonstrate you are eligible.** 

Grants under these allowances may be combined for a potential total allowance of £10,935,000 (taking into account all grants previously received under the COVID-19 business grants schemes and subject to the exact amount applicable under the Small Amounts of Financial Assistance Allowance. Please note if you are accessing this grant under the **COVID-19 Business Grant Special Allowance** you need to provide support documentation/evidence as detailed under the supporting guidance notes.

If you have received any other UK or European grants in the last three years please add details below. You should list the type of grant, total amount received and the subsidy or State Aid cover the grants were provided under.

|  |  |  |  |
| --- | --- | --- | --- |
| **Body / organisation providing the grant** | **Total amount received (£)** | **Date grant was awarded** | **Nature of aid or subsidy** |
|  |  |  |  |
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**I confirm that I have read and understood the subsidy requirements and I confirm the business I am applying for meets the required conditions and will not breach allowances by receiving the Additional Restrictions Grant.**

**Signature:**

**Name:**

**Name of business:**

**Date:**

**Further information**

Under the scheme rules for COVID-19 business grants the maximum level of subsidy that an economic actor[[1]](#footnote-0) may receive under each level of allowance is set out below:

**Small Amounts of Financial Assistance Allowance** - this allowance is the equivalent of 325,000 Special Drawing Rights[[2]](#footnote-1), to a single economic actor over any period of three fiscal years and includes any subsidy previously received as *de minimis* aid or as Small Amounts of Financial Assistance under Article 3.2(4) of the TCA from any subsidy awarding body.

**COVID-19 Business Grant Allowance** - if limits are reached under the Small Amounts of Financial Assistance Allowance, the COVID-19 Business Grant Allowance enables a further £1,600,000 to be paid to a single economic actor. This allowance includes any grants previously received under the COVID-19 business grant schemes and any State aid previously received under Section 3.1 of the European Commission’s Temporary Framework across any other UK scheme.

**COVID-19 Business Grant Special Allowance** – if limits are reached under the Small Amounts of Financial Assistance Allowance and COVID-19 Business Grant Allowance, you may be able to access a further allowance of funding of up to £9,000,000 per single economic actor if a series of further conditions are met (see Annex 1).

In total an economic actor could combine the allowances and potentially receive a total allowance of £10,935,000 from these business grants schemes (subject to the precise applicable amount calculation for the Small Amounts of Financial Assistance Allowance).

You may need to declare these amounts to any other subsidy awarding body who requests information from you on how much subsidy you have received. You must therefore retain this letter and produce it on any request from the UK public authorities.

Grants provided in excess of the Small Amounts of Financial Assistance Allowance may not be granted to applicants that were defined as an ‘undertaking in difficulty’ on 31 December 2019 (see Annex 2). Grants can be granted to micro or small enterprises that were already in difficulty on 31 December 2019 provided that they are not subject to collective insolvency proceedings.

## Small Amounts of Financial Assistance Allowance

You confirm that you have previously received the following subsidies granted as *de minimis* aid or as Small Amounts of Financial Assistance under Article 3.2(4) of the TCA during the current and two previous fiscal years from any subsidy awarding body as set out above.

You may elect not to receive grants under the Small Amounts of Financial Assistance Allowance and instead receive grants only using the below allowances available under this scheme.

## COVID-19 Business Grant Allowance & COVID-19 Business Grant Special Allowance

You confirm that you have received the following subsidies under the COVID-19 business support grant scheme and under Section 3.1 or 3.12 of the European Commission’s Temporary Framework across any other UK scheme as set out above.

You confirm that your undertaking was not in difficulty on 31 December 2019[[3]](#footnote-2)

You confirm your undertaking is a micro or small enterprise and is not subject to collective insolvency proceedings.

# Annex 1 - Covid-19 Business Grant Special Allowance conditions

Where an applicant has reached its limit under the Small Amounts of Financial Assistance Allowance and COVID-19 Business Grant Allowance, it may be able to access a further allowance of funding under these scheme rules of up to £9,000,000 per single economic actor, provided the following conditions are met:

a. The Special Allowance covers only the applicant’s uncovered fixed costs incurred during the period between 1 March 2020 and the date of application, including such costs incurred in any part of that period (‘eligible period’);

b. Applicants must demonstrate a decline in turnover during the eligible period of at least 30% compared to the same period in 2019. The calculation of losses will be based on audited accounts or official statutory accounts filed at Companies House, or approved accounts submitted to HMRC which includes information on the applicant’s profit and loss;

c. ‘Uncovered fixed costs’ means fixed costs not otherwise covered by profit, insurance or other subsidies;

d. The grant payment must not exceed 70% of the applicant’s uncovered fixed costs, except for micro and small enterprises (for the purposes of this scheme defined as less than 50 employees and less than £9,000,000 of annual turnover and/or annual balance sheet), where the grant payment must not exceed 90% of the uncovered fixed costs;

e. Grant payments under this allowance must not exceed £9,000,000 per single economic actor. This allowance includes any grants previously received in accordance with Section 3.12 of the European Commission’s Temporary Framework; all figures used must be gross, that is, before any deduction of tax or other charge;

f. Grants provided under this allowance shall not be cumulated with other subsidies for the same costs.

# Annex 2 – Undertaking in difficulty definition

‘Undertaking in difficulty’ means an undertaking in respect of which at least one of the following circumstances occurs:

a. In the case of a limited liability company (other than an SME that has been in existence for less than three years) where more than half of its subscribed share capital has disappeared as a result of accumulated losses. This is the case when deduction of accumulated losses from reserves (and all other elements generally considered as part of the own funds of the company) leads to a negative cumulative amount that exceeds half of the subscribed share capital. For the purposes of this provision, ‘share capital’ includes, where relevant, any share premium.

b. In the case of a company where at least some members have unlimited liability for the debt of the company (other than an SME that has been in existence for less than three years) where more than half of its capital as shown in the company accounts has disappeared as a result of accumulated losses.

c. Where the undertaking is subject to collective insolvency proceedings or fulfils the criteria for being placed in collective insolvency proceedings at the request of its creditors.

d. Where the undertaking has received rescue aid and has not yet reimbursed the loan or terminated the guarantee or has received restructuring aid and is still subject to a restructuring plan.

e. In the case of an undertaking that is not an SME, where, for the past two years: (1) the undertaking's book debt to equity ratio has been greater than 7.5 and (2) the undertaking's EBITDA interest coverage ratio has been below 1.0.

1. Defined as an entity or a group of entities constituting a single economic entity regardless of its legal status, that is engaged in an economic activity by offering goods or services on a market [↑](#footnote-ref-0)
2. As at 2 March 2021 this was the equivalent of £335,000. The Special Drawing Right calculator here can be used to calculate the exchange rate on the day the subsidy is awarded: <https://coinmill.com/SDR_calculator.html>. [↑](#footnote-ref-1)
3. Confirmation of undertaking in difficulty status only required if receiving grants under the Covid-19 Business Grants Allowance or under the COVID-19 Business Grant Special Allowance and you are not a micro or small enterprise. [↑](#footnote-ref-2)