

Name (insert)  
Address (insert correspondence  
address)

Finance Department  
2<sup>nd</sup> Floor  
7 Newington Barrow Way  
London N7 7EP

Business Rates account no.  
(insert)

business.rates@islington.gov.uk  
[www.islington.gov.uk](http://www.islington.gov.uk)

Thursday 15 September 2022

Dear (business name),

### **COVID-19 Additional Relief Fund (CARF) award**

Regarding property address: (*Insert address*)

In December 2021 the Government announced a new COVID-19 Additional Relief Fund (CARF) for those businesses affected by the pandemic but which were ineligible for either Retail Relief or the Nursery Discount.

Using information the council already holds about your business, we have decided that your business qualifies for a CARF award and we have applied this to your business rates account.

We have awarded you £A,BCD

This award has been applied to your 2021/2022 business rates account and may have put your rates account into credit for last year.

I have enclosed full details of Islington's CARF scheme with this letter but in particular I want to make you aware that the CARF scheme is subject to the subsidies chapter within the UK-EU Trade and Cooperation Agreement (TCA). However, for CARF there is an exemption for subsidies under the value of approximately £2,243,000 per economic actor (broadly speaking, for example, a holding company and its subsidiaries). This allowance comprises 325,000 Special Drawing Rights (at current exchange rates about £343,000) for Small Amounts of Financial Assistance and a further £1,900,000 for COVID-19 related subsidy.

Therefore, to be awarded CARF you must not have claimed over the period 2019/20 to 2021/22 more than £2,243,000 from schemes which fell within the Small Amounts of Financial Assistance or COVID-19 related allowances.

COVID-19 business grants you have received from local government and the 2019/20 Retail Relief should count towards this limit, but you should not count any Extended Retail Discount you have received since 1 April 2020. Further details of subsidy control can be found at: <https://www.gov.uk/government/publications/covid-19-additional-relief-fundcarf-local-authority-guidance>

And to be awarded CARF you must not be eligible for either Retail Relief or a Nursery Discount in 2021/2022.

Please read the details of our CARF scheme enclosed and if you believe your business is not eligible or if for any other reason you wish to decline your CARF award please email us at the address below and kindly include your business rates account number and the words "CARF award" in the subject line of your message.

Email: [Business.Rates@islington.gov.uk](mailto:Business.Rates@islington.gov.uk)

Yours faithfully/sincerely,

Name Surname  
Job Titles  
Islington Council

If you would like this document in large print or Braille, audiotape, easy read or in another language, please telephone 020 7527 2000.