

How to Apply

If you wish to apply for a unit, please read the following FAQ's:



Who can apply?

The industrial units are provided to assist businesses and therefore the local economy in their areas. Accordingly applications will not be considered from individuals wishing to use them for their own private use e.g. storage of household items.



How can I view a unit?

First of all we recommend that you visit the property to ensure that the location would be suitable for your business. Before an appointment can be made for an internal viewing of a property, new businesses need to provide a business plan of their intended venture. Established businesses need to provide a letter on intention, outlining as much information about the business, i.e. how many jobs will be created? What experience you have? How long in business? Etc. Applications or enquiries will be received by e-mail or in writing.



How much are business rates?

You will be responsible for paying business rates separately to the Council. You can ascertain the Rate on the [Valuation Office Agency's website](#) or by contacting the Council's Non-Domestic Rates Section on 01639 764328



What are the charges/fees?

It is wise to remember, that as a commercial tenant, you will be liable for a number of accommodation related costs which are above the normal day to day running expenses.

Typically the following costs may also apply:

- **Rent / Licence Fee**
You will be responsible to pay the Council rent for the premises you are occupying. All rental payments are due as stated in your lease or tenancy agreement and are normally payable monthly in advance. Payment is usually by direct debit.
- **Insurance**
The Council insures the premises, the premium being recharged to the tenant. However, it is your responsibility to satisfy yourself as to the extent of cover, to obtain additional cover if required and to obtain contents insurance.
- **Service Charges**
Normally apply to commercial premises. If they apply they will be detailed within your lease and could cover services such as repairs, cleaning, security etc.



Further Information

If you require further information, please contact: Richard Ford, Property & Regeneration,

The Quays, Brunel Way, Baglan Energy Park,

Neath, SA11 2GG

01639 686694 / r.ford@npt.gov.uk