

Worcestershire Flood Recovery Support Grant Application Form

Please read the accompanying guidance notes the frequently asked questions before completing this application form.

We will endeavour to process applications within four working weeks of receipt of a valid application.

Section 1 - Application Type

What type of Property has been flooded?	Please enter 'Yes' in the appropriate box below	What to fill in
Business		If 'yes' for a business property, please go to Section 1A
Residential		If 'yes' for a residential property, please fill in Section 1C

Section 1A Business Property

Only small or medium-sized enterprises (SMEs) may apply for this funding. The definition of SME can be found via this link: [SME definition - European Commission](#)

Tell us about your business; are you...	Please enter 'Yes' in the appropriate box below	What to fill in
an owner-occupier, or a tenant business, occupying the flooded property		If 'yes' for owner-occupier, or for tenant, please go to Section 2
the landlord / landlady of the flooded property, but there was no tenant at the time the property flooded		If 'yes' for a business property with no tenant, please go to Section 1B

Section 1B Tenanted Business Property

Where a flooded business property has a tenant, it is the tenant who can claim this funding support, rather than the owner of the property. The owner of the property can claim if the property was vacant at the time of the flooding.

What type of landlord / landlady are you?	Please enter 'Yes' in the appropriate box below
Individual acting as a landlord	
Business acting as a landlord	

Business applicants please now go to **Section 2**.

Section 1C Residential Property

Please note that for residential properties, claims may only be made for primary residences (i.e. claims cannot be accepted second or holiday homes).

Tell us about your circumstances	Please enter 'Yes' in the appropriate box below	What to fill in
An owner-occupier, or a tenant, occupying the flooded property		If 'yes' for owner-occupier, or for tenant, please go to Section 2
A landlord / landlady of the flooded property, but there was no tenant at the time the property flooded		If 'yes' for a domestic property with no tenant, please go to Section 1D

Section 1D Tenanted Residential Property

Where a flooded domestic property has a tenant, it is the tenant who can claim this funding support, rather than the owner of the property. The owner of the property can claim if the property was vacant at the time of the flooding.

What type of landlord are you?	Please enter 'Yes' in the appropriate box below
Individual acting as a landlord / landlady	
Business acting as a landlord / landlady	

Business and residential applicants; please continue completing this form from **Section 2** onwards.

Section 2 - Flooded Property Address

Please enter the address of the flooded property below

Property Name/Number	
Street	
Town/City	
County	
Postcode	

Section 3 - Evidence of Flooding

Please submit evidence of the flooding that has occurred, such as photographs of the flooding or of the damage caused / any clean-up operation.

Section 4 - Applicant Details:

Applicant details

First Name	
Surname	
Email address	
Contact Phone Numbers	
Contact Postal Address (if different from the Flooded Property Address)*	
Property Name/Number	
Street	
Town/City	
County	
Postcode	

* As mentioned before, for residential properties, claims may only be made for primary residences (i.e. claims cannot be accepted for second or holiday homes).

If you are a business applicant, we also need the following

Business applicant details

Business Applicants	Details
Company Name	
What position do you hold in the company?	

Section 5 - Bank or Building Society Details:

To process your claim we need details of you bank or building society.

Which type of account should the money be paid into?

Account Type	Please enter 'yes' where appropriate below
Bank	
Building Society	

Account Details

Bank or Building Society Name	
Bank or Building Society Account Name	
Sort Code	
Bank or Building Society Account Number	
Building Society Reference/Roll Number	

Bank or Building Society details continues on the next page:

Payments will be made via BACS. To enable authorisation, please provide a screen shot, or digital photo, of one of the following:

A redacted bank statement;
A paying-in slip, or;
A debit card.

Whichever one you choose, please ensure that the name of the payee, sort code & account number are all confirmed

Section 6 - Billing address

We need to capture the address that your bank/building society account is registered to so that we can process your flood relief payment.

If your billing address is different to the address of the flooded property, please enter it below:

Property Name/Number	
Street	
Town/City	
County	
Postcode	

Section 7 – Submitting your application

Once you have completed all the relevant parts of the form, please email it to flooding@worcestershire.gov.uk

We will endeavour to process valid applications within 4 working weeks of receipt.

Please note: this Recovery Support Grant has been created for the mitigation of the floods of September, October and November 2024, but this must not be taken to mean that a similar funding scheme can be created for any given future flooding occurrences, and nor can a successful application to this Recovery Support Grant be taken to mean that applications to any given future funding scheme will be successful.

Privacy Statement:

The information you provide will be used to process and administer your application to the Worcestershire Flood Relief Scheme. We may use any of the information you provide for the purpose of the prevention and detection of crime, including fraud. We may share your information with third parties if we are required or permitted to do so by law including those bodies that are responsible for auditing or administering public funds. Further information about how Worcestershire County Council uses your personal data, including your rights as a data subject, is in our Privacy Notices on our website www.worcestershire.gov.uk/privacy.

The location of properties that have flooded will be collated for flood risk management purposes only, and may be shared with other risk management authorities involved in the management of flood risk.