

Gareth Davies  
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Resources Directorate  
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Civic Hall  
Leeds LS1 1JF

Contact: Paul Burns  
res.customer.contact@leeds.gov.uk  
Our reference: FOI 8546  
31 August 2012

Dear Gareth Davies

**Freedom of Information Request: Non-domestic rates assessment**

Thank you for your request for the above information which was received on 31 August, 2012.

Your request is being dealt with in accordance with the Freedom of Information Act 2000 and you can expect a response to your request within the appropriate statutory time limit.

Please remember to quote reference number FOI/8546 in any future communications.

If you have any queries about this letter, please feel free to contact me.

Yours sincerely

**Paul Burns**  
Freedom of Information & Data Protection Officer