

## Data specifications

### Business grants system

Field	Data Format	Comments
Grant type	Character	This field should contain 'Small Business Grant Fund Recipient' or 'Retail, Hospitality & Leisure recipient'
Grant Awarded £	Numeric	Amount awarded. This should be the amount of grant paid. Monetary amounts should be supplied without a £ sign and in the format of pounds and pence i.e. 12345.67 Please note: Monetary amounts must be supplied in the same format throughout the file.
Date Grant Paid	Date	DD/MM/YYYY
Business Rates account reference	Character	This should be unique and will facilitate linking back to the Business Rates System
Business Registered Name	Character	To facilitate linking back to Business Rates system and checks to Companies House data
Business Trading Name	Character	To facilitate linking back to Business Rates system and checks to Companies House data
Surname of Grant Recipient	Character	Name details are to assist in the verification of the
Forename of Grant Recipient	Character	identity of individuals in receipt of grants and be

Middle name or middle initial of Grant Recipient	Character	checked against Companies House information.
Method of Payment	Character	e.g. BACS, Cheque
Bank Sort Code	Character	6 numeric characters in groups of 2 which may be separated by hyphens, e.g. 20-45-23
Bank Account Number	Character	Usually 8 numeric characters
Building society roll number	Character	Building societies have a roll number where payments are disbursed to after being paid into a single account.
Business trading Address 1	Character	The property for which the grant has been awarded. To facilitate linking back to the Business Rates System
Business trading Address 2	Character	
Business trading Address 3	Character	
Business trading Address 4	Character	
Business trading Address Postcode	Character	
Registered Address 1	Character	
Registered Address 2	Character	
Registered Address 3	Character	
Registered Address 4	Character	
Registered Address Postcode	Character	