

Address:

Please ask for: Local Taxation Billing Section

Helpline No.: 01543 464 285

Acc Ref: _____

Prop Ref: _____

Date: _____

APPLICATION FOR COUNCIL TAX DISCOUNT – SINGLE PERSON DISCOUNT

Dear Sir \ Madam,

If you are the only person over the age of 18 years who is resident in your property and it is your sole or main residence you are entitled to a single person discount of 25%.

Please note that if another person normally resides at the address and is temporarily absent (e.g. due to working away) it is unlikely that you will be able to claim a Single Person Discount.

If you think that you are entitled to the 25% reduction please answer the questions on overleaf, sign the declaration and return the form to the address at the bottom of this letter.

Yours sincerely,



R. Wolfe
Local Taxation and Benefits Manager

APPLICATION FOR COUNCIL TAX – SINGLE PERSON DISCOUNT

Council Tax Account - 700936600

1. Full Name of applicant

2. What is the EXACT date from which you have been the sole occupier at your address?

3. If you are now on your own because another adult has left your address please give their full name and the address they have moved to?

Full Name	Forwarding Address	Date Moved

4. If there are any other residents living at the property who will become 18 years of age within the next twelve months please give their name(s) and dates of birth below.

Full Name	Date of Birth	Please Tick if Student

DECLARATION

I declare that the information stated above is true and accurate to the best of my knowledge and belief. I certify that I am the only resident aged 18 or over at the address overleaf and that I will inform the Council of any changes which may affect my discount. I also authorise the Council to verify any of the information in this application

Knowingly providing false information will result in the imposition of a £70 penalty.

Signed _____ Date _____

Contact Number _____ Email _____

The information contained on the form will be held on computer and is therefore subject to the provisions of the Data Protection Act 1998.