



Single Occupier Discount Application

A Council Tax discount of 25% is available when only one person aged 18 years or over has their sole or main residence at the property.

To apply for a single occupier discount, please print out this form, complete the application on page two and return it to the Local Taxation Section at the above address.

If you are making a single occupier discount application due to one or more persons vacating your property, please provide their names, dates they vacated and their forwarding address.

If you require any further information, please contact the Local Taxation Section on (0115) 913950

Yours sincerely

Miss R Caddy
Local Tax Manager

Single Occupier Discount Application

Name:	
Property Address:	

DECLARATION:

I wish to apply for a single occupier discount with effect from: _____

The following person(s) have vacated the above address, their forwarding details are:
(please complete, if applicable)

Name:		Date Vacated:	
Forwarding Address: (if applicable)			
Name:		Date Vacated:	
Forwarding Address: (if applicable)			
Name:		Date Vacated:	
Forwarding Address: (if applicable)			

I confirm that I am the only person aged 18 years or over who has their main residence at the above address. I will notify the Local Taxation Section of any change in my circumstances, which may affect my entitlement to this discount within 21 days of the change occurring.

Signature:

Full Name:

Date: _____