



Copeland Borough Council
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Ref:

Date:

You are legally obliged to complete this form and return it within 21 days.

Please complete PART A B C and sign

COUNCIL TAX DISCOUNT FORM

Property address where the discount is to be claimed

PART A

If you live alone, or the only other people living with you are children under 18 years of age, you are entitled to a 25% discount off your Council Tax bill.

How many people aged 18 and over, including yourself, live at your address

Please state their names and their status in the household, i.e. owner, spouse, tenant, partner.

TITLE	FIRST NAMES	SURNAME	STATUS

If someone has recently moved out of your property, please state their name, the date they moved out, and their forwarding address.

DATE OF MOVE	FULL NAME	FORWARDING ADDRESS

If someone has recently moved into your property, please state their name, the date they moved in, and their previous address and relationship to you .

DATE OF MOVE	FULL NAME & RELATIONSHIP TO YOU	PREVIOUS ADDRESS

PART B

If no-one lives in your property you may be eligible for a 50% discount.

Is the property furnished? YES NO

If unfurnished, when was the furniture removed?

What date did the last residents move out?

PART C

If someone lives in the property but they have a main home elsewhere, a discount may also be allowed. Please give the name(s) of anyone this applies to, their main home address, and state whether they have a tenancy agreement for six months or more.

FULL NAME	HOME ADDRESS	TENANCY AGREEMENT FOR SIX MONTHS OR MORE?

DECLARATION

I declare the information given on this form is correct to the best of my knowledge. I am aware it is an offence to knowingly supply false information.

Signed _____ Date _____

Name in capitals _____ Tel No _____

For office use only					
DD sent	Ben claim sent	Disc given	Disab form sent	Actioned by	Date

THIS FORM IS AVAILABLE IN LARGER PRINT SHOULD YOU REQUIRE IT

WOULD YOU PLEASE NOTE: COUNCIL TAX DATA MAY BE USED FOR DATA MATCHING PURPOSES FOR THE DETECTION AND PREVENTION OF FRAUD