

COUNCIL TAX DISCOUNT APPLICATION FORM

SHETLAND ISLANDS COUNCIL

Finance

Charlotte House
Commercial Road
Lerwick
Shetland
ZE1 0LX



Tel: (01595) 744683 (Direct Line)

The person liable to pay the Council Tax must complete this application form.

Property Reference _____ Account Reference _____

Address of property for which discount is applied for.
(if different from above)

1. How many people, **aged 18 years or over** use the property as their sole or main residence?

2. Please supply the full names of all residents over 18 years old in the box below:

3. Please supply names and forwarding addresses of anyone vacating the property.

4. Please enter the applicable date(s) from which the discount will apply in the box below:

PLEASE TURN OVER

Additional Details

We may check information that you have provided or that has been provided about you against relevant information that we already hold to make sure that it is accurate. We may also lawfully disclose information to other public sector agencies to:

- Prevent or detect benefit fraud and any other crime
- To support national fraud initiatives
- To protect public funds

Declaration

I am the only adult living at the address above and I claim 25% discount from my Council Tax bill. I understand that deliberately giving false information to obtain a discount may lead to prosecution.

Signature _____

Date _____

Contact / Caller* Name

Telephone Number

Finance Use

By Telephone (tick) Date Entered _____ Initials _____

Assessors Notification Ref. _____