

# Shetland Islands Council



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## Council Tax Notification of Sale Form

This form is to be used by solicitors or home owners, to notify Local Taxation when a property has changed ownership.

### PART A: Property Information

Address of property sold:

Postcode:

Council Tax Account Number:

Previous Owners Details:

Name(s):	Forwarding Address:

New Owners Details:

Name(s):	Previous Address:

Date property sold:

**PART B: Applicant's declaration**

I accept responsibility for the information given in this form, and declare that it is true and accurate to the best of my knowledge and belief.

I authorise the council to make any enquiries it considers necessary to verify the details of this claim.

I undertake to notify Shetland Islands Council Local Taxation Team immediately if circumstances or the occupancy of the dwellings change.

Name / signature:	Date:

Contact Telephone Number:	Contact Email Address:

When you have completed this form, please return to the address on page 1 of the application form.