

Shetland Islands Council



Revenues
8 North Ness Business Park
Lerwick
ZE1 0LZ
01595 744683

local.taxation@shetland.gov.uk

Council Tax Change of Address Form

PART A: Personal information

Name	Date of Birth:

Council Tax account number (if applicable):

Address you are moving from:

Postcode:

Date tenancy ended / property sold:	Date you moved out:

Did you own or rent the property?	Own <input type="checkbox"/>	Rent <input type="checkbox"/>	Other <input type="checkbox"/>
Were you liable to pay council tax?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Was the property left furnished or unfurnished?	Furnished <input type="checkbox"/>	Unfurnished <input type="checkbox"/>	

Name of landlord or new owner:	Previous address of new owner / mailing address of landlord:

Please use the box below to provide any additional info about the above address;

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.

Applicant's signature:	Date:

Telephone number:	Email address:

Would you like to receive your council tax bills electronically to the email address above?

Yes No

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