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Council Tax Discount Application - Apprentices **5B**

Your postal address:	Address of property if different to postal address:
	Council Tax Account Number (if known):

You have indicated that there is someone who normally lives in your home who should not be counted for Council Tax purposes. For a discount to be considered you must provide the information below, sign the declaration and return this form to the Council Tax Office.

1. Please give the number of people aged 18 years and over who normally live in your home including anyone who may qualify for a discount.

Please read the attached guidance notes before you fill in the rest of this form.

2. If the apprentice meets all the conditions in section 5B of the attached guidance notes please enclose a letter from the Employer confirming the following:

- Name of apprentice
- Course name
- Employer's name and address
- Current salary
- Date training starts
- Date training ends

3. Please also enclose four of the apprentices recent wage slips. These will be returned to you within 14 days of receipt

4. I declare that the information I have given is correct to the best of my knowledge.

Name:	Signature:	Date:
Daytime telephone number:		

The information you give will only be used for the purposes of Revenues & Benefits administration.

The Council Tax Office may need to check the information given.

You must tell the Council Tax section of all changes which may affect your right to a discount.

Return to: Council Tax and Benefits Office, 44 York Street, Twickenham, TW1 3BZ.

