



Council Tax single-occupancy discount form

Before you fill in this form, please read the guidance notes.

If you have any questions, please phone the number above and ask for Revenues Services. Please fill in this form and return it to us within 21 days of the date shown below.) If you do not return this form within those 21 days (unless you have a genuine reason), you will not receive the 25% discount.

Name & address

Account number:

Date:

Property address:

Your name:

Please give the date you became the only adult living in the property

/ /

Name of person(s) vacating (if applicable)	Correspondence address

Guidance notes

We will base a full Council Tax bill on a property that two or more adults live in. If there is only one adult living in the property, a 25% discount for sole occupancy may be granted.

To qualify for the 25% discount, you must be over 18 and living in the property as your sole or main residence.

No other person who is over 18 must be living in the property with you as their sole or main residence.

Persons who are temporarily absent from your address with an intention to return (e.g. holiday or working away) are still classified as occupiers for Council Tax purposes.

Declaration

I confirm that I am the only person residing at the above address as my sole or main residence in accordance with the above guidelines. I also confirm that I must inform Ryedale District Council immediately regarding any change in circumstances and that **I may face prosecution for providing false information.**

Your signature:

Date:

Name: (please use CAPITAL LETTERS)

Phone number