



For office use Only

PRN:

DATE SENT:

APPLICATION FOR COUNCIL TAX DISCOUNT - SCHOOL LEAVER

Thank you for your enquiry regarding a reduction in your Council Tax. Please fill in this form and return it immediately to: **Birmingham City Council, Resources, (Revenues and Benefits), P.O Box 5, Birmingham B4 7AB.**

A school leaver is someone who is under 20 and has left school after 30 April. They will be disregarded until 1 November of the same year, or until their 20th birthday if it is earlier.

Section A

Including yourself, how many people live in your home who are aged 18 or over?

Section B

Please fill in the following information.

i. Full name of school leaver _____

ii. What is their date of birth? _____

iii. Name and address of school they attended. _____

iv. Full title of the course they were taking (e.g. 'A' Levels).

v. What date did they leave school?

Section C

Birmingham City Council has a duty to maintain accurate records for billing and collection of Council Tax. In order to meet this requirement the City periodically reviews all records including those where allowances discounts and relief's are granted. These records may be checked by using information already held by the City and its partner organisations such as credit referencing agencies to identify cases where such allowances, discounts and reliefs no longer apply.

Declaration

I declare the information that I have given is correct and complete to the best of my knowledge. I understand the council may make enquiries to verify the information I have given.

I will notify you immediately if my circumstances change which will affect the amount of Council Tax I am charged.

Please sign the form and give your daytime telephone number, as it may help us to deal with your application quickly.

Signed _____

Date _____

Print Name _____

Telephone Number _____

Email address _____