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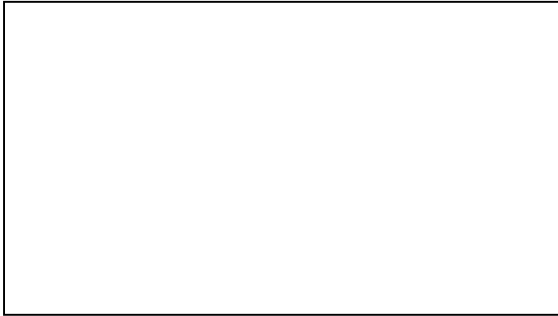
your reference:

your contact: Council Tax Billing

email: counciltax@sholland.gov.uk



PO Box 8
Priory Road
Spalding
Lincolnshire
PE11 2XQ



Dear

Council tax – 25% single person discount

Thank you for your recent enquiry about a saving on your council tax bill.

As you may know, a full council tax bill assumes that there are at least 2 people aged 18 or more living in the property. If you are the only person aged 18 or more living in the property then you can apply for a 25% saving on your bill.

To apply for this saving please complete the form on the back of this letter and return it to us at the address shown above.

You can contact us on **01775 761161** and ask for **council tax billing** if you have any questions.

Yours sincerely

Council Tax Billing

Council tax – 25% single person discount

Your name: Your council tax account number :

Your address:
.....
.....

How many people aged 18 or more live at your address ?

Are you a new occupier at this address ? YES / NO

If yes, please tell us the date you moved in: **and**
your previous address

If no, please tell us the date that you became the only person aged 18 or more living here:

Please tell us who has moved out : **and**
their new address:

If you are given a discount and your circumstances change, the law says you have to tell us within 21 days. If you don't, we can impose a financial penalty. Telling other parts of the Council (such as completing the electoral registration form) is not enough unless you tell them the information is for council tax as well.

I understand that:

- if I have given information that is incorrect or incomplete, you may take action against me. This could be a financial penalty;
- you may check some of the information with other sources within the council and other councils; and
- you may give this information to other government organisations, if the law allows this.

I declare that the information I have given on this form is correct and complete

Signed: **Date:**

Full Name: **Tel No:** (optional)