



GUILDHALL  
MARSHALL'S YARD  
GAINSBOROUGH  
LINCOLNSHIRE  
DN21 2NA  
TELEPHONE: (01427) 676676  
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## **APPRENTICE DISCOUNT**

Property Reference:

Account Reference:

Date of Issue:

The full Council Tax is made up of a property element (50%) and a person element (50%). The full charge assumes that there are two (or more) adult occupiers and if there is only one adult occupier a discount of 25% may be claimed.

Certain people are 'disregarded' for Council Tax purposes – that is they are treated as if they are not resident, which can result in a discount.

A person normally resident in the property and who is an APPRENTICE will be disregarded if they satisfy the conditions set out below.

Learning a trade or profession AND is undertaking a training programme leading to a qualification accredited by the Qualification and Curriculum Authority or the Scottish Vocational Education Council

AND

Employed at a salary or in receipt of an allowance or both, which are, in total no more than £195.00 per week. The expectation is that the salary/allowance will substantially increase when they qualify from that course.

**IN ORDER THAT A DISCOUNT CAN BE CONSIDERED, PLEASE COMPLETE THE FORM OVERLEAF AND RETURN TO THE ABOVE ADDRESS.**

**NB** PROOF OF SALARY/ALLOWANCE MUST BE PROVIDED, EITHER PAY ADVICE OR LETTER FROM EMPLOYER.

**Data Protection** – We are asking for this information in accordance with the provisions of the Council Tax (Administration & Enforcement) Regulations 1992 (Reg. 3) and the Data Protection Act 1998, S.29. It will be used to help us determine your liability for and collect your Council Tax. It may be shared with other sections of this Council, with other Councils and with other public bodies to determine eligibility for Housing Benefit, liability for Council Tax, to collect Council Tax, to assess and collect other Taxes and Duties, to help detect and prevent fraud, to help detect and prevent crime and to carry out public duties.

Name of Apprentice	
Date of Birth	
Name and address of Employer	
Name and address of Training Establishment	
Level of Course	Length of Course
Start date of Contract	End of Contract date
Which year or part of year being undertaken	Salary / Allowance

Total number of adults aged 18 years or over who are resident in the property.

(Please also give the name(s) and date(s) of birth of anyone who is aged 16 or 17)

Name _____	Date of birth _____
Name _____	Date of birth _____
Name _____	Date of birth _____

**DECLARATION AND SIGNATURE**

**WARNING: Deliberately giving false information could lead to prosecution**

I declare that the information I have given on this form is complete and accurate to the best of my knowledge and I understand that West Lindsey District Council may check the information given.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Full name in capitals \_\_\_\_\_