

4. Date of move

	DATE	MONTH	YEAR
Date of purchase/tenancy commencement			
Date furniture moved in			
Date residence commenced			

5. Discounts for one person households

If you are the only resident in the dwelling aged 18 or over, please tick (✓) the box
There is a 25% discount for one person households

6. Name and address for refund

If, as a result of this change of circumstances, you will no longer be a Council Tax payer within the Borough of Allerdale (e.g. if you are leaving the area) and you have overpaid the Council Tax as a result, please indicate the name and address to which you would like a refund to be sent.

Name of person to whom payment should be made
Address to which payment should be sent
..... Postcode

7. Please use the space below for any other changes

e.g. claim for exemption or other discount, bereavement, change of name etc.,

Effective date of change.....

8. Declaration – To be completed in all cases

The information I have given on this form is correct to the best of my knowledge and belief.

Signature..... Date.....
Name..... Telephone Number.....
Email address

Important:

You must notify the council immediately if there are any changes in your circumstances which may affect your council tax. If you fail to do so you may be required to pay a penalty of £50.00

Freedom of Information Act 2000:- please note that information given on this form may be used for Benefit purposes.

Allerdale Borough Council

COUNCIL TAX ENQUIRY FORM

Director of Finance, P.O.Box 14, Allerdale House, WORKINGTON, CA14 2GB



Enquiries to Council Tax Section,
Telephone: (01900) 702530
Email: revenues@allerdale.gov.uk
Debit or Credit Card Payments: (01900) 702666

Please help us keep our records up to date by completing and returning this form

1. Full names of the liable people shown on your Council Tax bill

Mr, Mrs, Miss, etc.	FORENAME(S)	SURNAME
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2. Your old address

Address:

.....
..... Postcode:.....

Did you leave your old address furnished or unfurnished? Furnished Unfurnished *(please tick)*

Were you the tenant or owner occupier? Tenant Owner Occupier Neither

If tenant, what is the name and address of the owner?

.....
If you were the owner occupier, have you sold the property? Yes No

If YES, who is the new owner? (Please give their previous address if known)

.....
If not known, which solicitor handled the conveyance?

If you were neither the tenant or owner occupier, please give details.

.....

3. Your new address

Address:
..... Postcode:.....

Contact number:

How many adults (i.e. people aged 18 or over) including yourself are there in your household?

Will you be the tenant or owner occupier? Tenant Owner Occupier *(please tick)*

If tenant, what is the name and address of the landlord?

.....
If owner occupier, is this your main residence or a second home? Main Residence Second Home

If it is a second home, what is the address of your main residence and what is the name of the billing authority?

Address Postcode:.....

Billing Authority.....