

For Office Use	
Our Ref:	
Date received	

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Workington
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Local Government Finance Act 1992
Please complete in **BLOCK CAPITALS** and **BLACK INK**

Council Tax Exemption Application for Vacant Dwelling (Up to 6 Months)

The council may grant exemption for a period of up to 6 months from the date a dwelling becomes BOTH "unoccupied" and "substantially unfurnished".

For Council Tax purposes, a dwelling is deemed to be "substantially unfurnished" if it contains no more than carpets, curtains, fixtures and fittings. If the dwelling has any other items of furniture, e.g. table, chairs, settee, bed etc., it will be treated as furnished and you should **NOT** apply for exemption.

If your dwelling is both unoccupied and substantially unfurnished please provide details below

Name			
Address of empty property			
Postcode			
Address for all correspondence (must be different to address shown above)			
Postcode		Tel No: (daytime)	
Date dwelling became unoccupied			
Date dwelling became substantially unfurnished			

Declaration:

I declare that to the best of my knowledge the information given is correct.

Signed		Date	
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PLEASE NOTE THAT SHOULD AN EXEMPTION BE GRANTED IT IS YOUR LEGAL DUTY TO INFORM THE COUNCIL WITHIN 21 DAYS OF THE DWELLING BECOMING OCCUPIED OR FURNISHED. IF YOU FAIL TO DO THIS YOU MAY HAVE TO PAY A PENALTY OF £70 FOR A FIRST OFFENCE AND £280 FOR A REPEATED FAILURE.