

Chief Executive: Delwyn Burbidge



Our Ref:

Your Ref:

Enquiries to: Customer Services

Customer Services

Monkton Park
Chippenham
Wiltshire SN15 1ER

Tel: 01249 706246
Fax: 01249 443158
email: revenues@northwilts.gov.uk
www.northwilts.gov.uk

Dear Sir / Madam

I have entered your name on my records as the person liable to pay the Council Tax on this property.

It would appear that you may be entitled to 25% discount from the Tax as you are the only adult occupier.

In order for me to be able to grant you this discount will you please complete and return the form below.

Yours faithfully

Customer Services

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Reference: _____

Date I became a single occupier: _____

I declare that I am the ONLY adult aged 18 or over living in this dwelling and wish to claim 25% single occupier discount from the Council Tax from the above date.

I undertake to notify the Council if there is any change of circumstances which may affect this discount.

Name: _____ Signed: _____ Date: _____

Daytime telephone number: _____