



Application for Empty Discount /Second Homes

Account reference:

Correspondence Address	Property Address
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Thank you for your recent enquiry regarding circumstances that may entitle you to an Empty Discount reduction on your Council Tax.

If you think you may qualify for this discount, please complete the following questions and return this form so that any entitlement can be assessed.

Please note that all questions relate to the property address and not the correspondence address.

1. Is the property furnished or unfurnished?

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2. Would you class this property as your sole or main residence? YES/NO

3. Do you own or pay rent for this property? OWN/RENT

4. Do you or your family ever occupy this property? YES/NO

If "YES", please give details

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5. Is the property rented out to tenants? YES/NO

6. Is this dwelling a pitch occupied by a caravan or mooring occupied by a boat?

YES/NO

7. Is occupation of the property restricted by a planning condition preventing occupancy for a continuous period of at least 28 days in the relevant year?

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8. Has your employer by way of a tenancy agreement or otherwise, provided this property for you? YES/NO
(Otherwise could mean relocation package etc)

If "YES", please provide details of your employer so that we can verify this.

Name of Employer:

Address of Employer:
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If you are self-employed or a director of the Company or associated Company please also answer the following questions:

i. Are you a full time working director for the Company? YES/NO

ii. Is the Company non-profit making in that it does not carry on a trade nor do its functions consist wholly or mainly in the holding of investments or property? YES/NO

iii. Is the Company established for charitable purposes only? YES/NO

7. Please provide details of any other information that you feel may be applicable.

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Signed:

Name (in capitals):

Date:

Daytime Telephone:

We are unable to grant discounts where we do not have a current forwarding or correspondence address. In order that we can check the information held, please include this with your application.

Please return to:

Revenues Department , West Wiltshire District Council, Bradley Road, Trowbridge, Wiltshire BA14 0RD