



01444 477564

Mid Sussex Revenues  
and Benefits Services  
PO Box 10607  
Nottingham  
NG6 6DU

[revenue@midsussex.gov.uk](mailto:revenue@midsussex.gov.uk)  
<http://www.midsussex.gov.uk/revsandbens>

**COUNCIL TAX – JOB RELATED DWELLING  
DISCOUNT APPLICATION FORM**

Council Tax Account Reference Number: .....

SECTION 1 – DETAILS OF PROPERTIES INVOLVED	
Address of property where occupation is regarded as being job related	Address of other property
Please state the full name of the person for whom the job-related dwelling has been provided	
Type of occupancy (please tick)	FREEHOLD <input type="checkbox"/> LEASEHOLD <input type="checkbox"/> TENANCY <input type="checkbox"/>

**Please ensure you include a copy of the relevant part of your contract of employment which requires you to live at the job related property**

SECTION 2 – DETAILS OF EMPLOYMENT	
Employer's name and address:	
Telephone:	
QUESTION	REPLY
Has either your main home or secondary residence been provided as a necessary part of employment by your (or your partner's) employer?	
Please state the nature of the employment of the person for whom the property has been provided	
Please explain how and why the presence in that property is regarded as a necessary part of employment	

**We may seek written confirmation of property provision details from the employer direct**

SECTION 3 – DECLARATION AND SIGNATURE	
I declare that the information I have given on this form is complete and accurate to the best of my knowledge.	
Signature: .....	Date: .....
Full Name: .....	*Contact telephone: .....
*Email:.....	*not obligatory, but may help in case of a query