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## COUNCIL TAX – APPLICATION FOR SINGLE ADULT DISCOUNT

The information provided in this form will be used in accordance with the Council's registration under the Data Protection Act 1998 and may be used in the prevention and detection of fraud.

Please complete this form using BLOCK CAPITALS and return it to the address shown above.

**Council Tax Account Reference Number:** .....

<b>Date Discount Required from</b>			
	Day	Month	Year

Address:	
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If you live on your own as a result of a member of your household having recently vacated the property, please give details below for the person who has left:

First Name:		Last Name:	
Vacation Date:		Forwarding Address:	

Reason for leaving, (If for study purposes, please give the name & address of the school or college):

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Is there an intention to return? Yes /No\*

If Yes, when:

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\*Delete as appropriate

Estimated period of absence:

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Address of the leaver's personal possessions during period of absence including personal documents such as drivers licence/bank account:

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Please enter below the names of all the persons aged 16 or over who have their main home at the address this application is in respect of:

First Name	Last Name	Date of Birth

Should your circumstances change or the number of people in the household change once you have completed this form, you must notify me within 21 days of that change. In the meantime, if you have any queries please do not hesitate to contact the Revenues Section.

**DECLARATION**

I declare that the information given on the form is complete and accurate to the best of my knowledge.

REMEMBER: if you give false information you may be prosecuted.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NAME IN BLOCK CAPITALS: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

**Please note:** Information will only be kept in accordance with the General Data Protection Regulation and the Data Protection Act 2018. Mid Sussex District Council will not supply information to any other organisation or individual except to the extent permitted by law in carrying out any of its functions.

Please refer to our privacy notice on our website at <https://www.midsussex.gov.uk/about-us/privacy-notice> for further details.