



CANCELLATION OF SINGLE OCCUPIER DISCOUNT

APPLICATION DETAILS

Name:

Address:

Telephone Number:

Email Address:

Council tax account reference number:

Confirmed date that you ceased to be a single occupier:

Full name of person moving into your property with you (over the age of 18):

Previous Address of the person moving in with you:

Reason for requesting to end single occupier discount (Eg got married, partner moved in, lodger, child over age of 18 moved back in with you):

Depending on who has moved into your property the council tax records may be Amended to a joint liability. Eg you have got married or a partner has moved into the property with you.

NEW ACCOUNT SET UP

Please confirm any credit on your single occupier account may be transferred to the joint account.

Yes:

No:

If you pay by direct debit please confirm the direct debit details may be transferred to the joint account:

Yes:

No:

If you do not currently pay by direct Debit but would like to please add your bank details in order for the direct debit to be set up:

Bank account name:

Bank account number:

Bank sort code:

Preferred payment date (1st,5th,10th, 15, 20th,25th):

ELECTRONIC BILLING

Would you like online access to your account?

Yes:

No:

DECLARATION:

I declare, to the best of my knowledge, that the information I have given is true and correct. I understand it is a criminal offence to supply false information to obtain a monetary advantage and Warwick District Council may prosecute fraudulent claims.

Signed:

Date:

RETURN COMPLETED FORM TO THE BELOW ADDRESS OR EMAIL

**Finance, Warwick District Council, PO Box 258, Riverside House
Milverton Hill, Royal Leamington Spa, CV32 5RU**

Email: CTaxEnquiries@warwickdc.gov.uk