



APPRENTICE AND YOUTH TRAINING DISCOUNT FORM

APPLICATION DETAILS

Name:

Address:

Telephone Number:

Email Address:

Council tax reference number:

To enable us to consider your request, we require further information. We would be grateful if you will refer to the section marked apprentice or YTS Trainee below, sign the declaration and return to us within the next 28 days.

APPRENTICE

This category covers a person, regardless of age, who is employed for the purpose of learning a trade, business, profession, office job or vocation. They must be undertaking a training program leading to a qualification accredited by the Qualifications and Curriculum authority.

They must be employed on a salary or in receipt of an allowance or both, which are, in total **no more than £195 a week**.

We require written confirmation from his/her employer that the above named has been employed for the purpose of learning a trade, business, profession, office, employment or vocation and is undertaking a programme of training leading to a qualification accredited by the National Council for Vocational Qualifications and employed at a salary or allowance or both, (which is substantially less than the salary he or she would receive if he or she had achieved the qualification in question. We also need start and end dates for the apprenticeship.

YTS TRAINEE

We require written confirmation that the trainee is undertaking training in conformity with training arrangements under the Employment and Training Act 1973 and that these arrangements constitute an approved training scheme under the Social Security Contributions and Benefits Act 1992. Please quote the start and (if known) end dates of the training.

DECLARATION

I declare that the above information is correct to the best of my knowledge and belief, I undertake to advise WARWICK DISTRICT COUNCIL should this cease to be the case.

Signed:

Date:

Do not forget to enclose any supporting confirmation asked for.

The amount of any discount awarded will be 25% for each person who qualifies subject to a maximum of 50%. The amount of discount awarded will be shown on your next Council Tax bill.

ELECTRONIC BILLING

Would you like online access to your account?

Yes:

No:

RETURN COMPLETED FORM VIA ONE OF THE BELOW METHODS:

Email: CTaxEnquiries@warwickdc.gov.uk

Post: Finance, Warwick District Council, Town Hall, Parade, Royal Leamington Spa, Cv32 4AT