

# Rossendale

BOROUGH COUNCIL

## APPLICATION FOR DISCOUNT SECOND HOME

**TO BE COMPLETED BY THE PERSON LIABLE TO PAY THE COUNCIL TAX**

**Rossendale Borough Council**

PO Box 104

Futures Park, Bacup, OL13 3BU

Tel: 01706 217777

**RETURN THIS FORM TO:**

**[counciltax@rossendalebc.gov.uk](mailto:counciltax@rossendalebc.gov.uk)**

**Council Tax Reference**

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**DETAILS OF COUNCIL TAX PAYER**

Surname	
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Title	
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Forename(s)		Email Address
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**Please provide your main address**


**Are you the liable person to pay Council Tax (please tick)**

Y	N
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**Second Home Details – Please give details of the Rossendale address for which the claim is being made**


**Are you a member of the Armed Forces and the accommodation is provided to you by the Ministry of Defence? (please tick)**

Y	N
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Are you a member of the clergy? (please tick)

Y	N
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Is the property provided for you (or your spouse) by reason of your employment (or your spouse's employment) for the better performance of your (or your spouse's) duties? This could include employees living in the property as part of their personal security arrangements). (please tick)

Y	N
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If yes, please provide the name and address of your employer


Are you or your spouse required to live in the property under a contract? (please tick)

Y	N
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If yes, what date did the contract start?

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Is the property provided by a company (please tick)

Y	N
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If yes, are you or your spouse a full time working director of that company (please tick)

Y	N
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Is the company non-profit making? (please tick)

Y	N
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Is the company established for charitable purposes? (please tick)

Y	N
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Is the property provided by any other person or persons together with whom you or your spouse carries on a trade or business partnership?

Y	N
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**DATA PROTECTION STATEMENT - Your personal information will be held and used in accordance with the requirements of the Data Protection Act 1998. This Authority is under a duty to protect the public funds that it administers and, to this end, may use the information you have provided on this form within this Authority for the prevention and detection of fraud. It may also share this information with other bodies administering or in receipt of public funds, solely for these purposes.**

**Declaration**

**I declare that the information I give will be complete and accurate to the best of my knowledge.**

**I understand that the Council may make enquiries to verify my information. I agree to inform the Council Tax department immediately if I believe the property is no longer eligible for a discount or exemption.**

**If my circumstances change I will inform the Council Tax department immediately.**

**I understand that failing to do so or providing false information may lead to prosecution.**

**The information on this form will be used in connection with the billing, collection and recovery of local taxes and revenues, including the calculation of any associated discounts, reliefs and benefits. The data may be disclosed to other local authorities for local taxation purposes only and to the Council's auditors.**

**This authority is under a duty to protect the public funds it administers and to this end may use this information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.**

**Information will only be shared with other Council service areas without your permission if it is legitimate for the Council. Information will only be shared with other external agencies without your permission if there is a legal duty to do this or if there is a risk of serious harm or threat to life.**

**Please tick the box if you agree to the declaration above:**