



Name:
Address:

Date of Issue:

Reference Number:

When calling or phoning please ask for
Council Tax Admin Team 01623 463463

Local Government Finance Act 1992
COUNCIL TAX DISCOUNT APPLICATION FORM
APPRENTICE

Please complete this form if you wish to claim a Council Tax discount for either yourself or another member of your household who is:

- (a) employed for the purpose of learning a trade, business or profession, and
- (b) is studying for a qualification accredited by the National Council for Vocational Qualifications, and
- (c) during training is receiving a salary or allowances which is substantially less than could be expected after qualification, and no more than £195 per week.

Full Name: _____

Name & address of employer: _____

Course Name: _____

Start Date: _____ End Date: _____

Salary/Wage: _____ per _____

Please turn over

How many people aged 18 or over live in the property?

Employer to Complete

The information given on this form is correct

Signed: _____

For: _____

Designation: _____

Date: _____

APPLICANT DECLARATION

The information given on this form is correct. I undertake to notify you immediately if I believe that I am no longer eligible for a reduction granted in respect of this application.

Full Name: _____

Signed: _____

Date: _____

Please ensure you have completed all relevant sections before returning to:

By email: counciltax@mansfield.gov.uk

By post: Mansfield District Council,
Revenue Services,
Civic Centre,
Chesterfield Road South,
Mansfield,
NG19 7BH

Privacy Notice: We will use the information provided by you for Council Tax, Housing Benefit and Council Tax Reduction Scheme purposes. The basis under which the Council uses personal data for this purpose is Public Task. The information that you have provided will be kept in accordance with the Council's retention schedule which can be found at www.mansfield.gov.uk/Privacy

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used by them, your rights and the Council's Data Protection (DPO) can be found on the Council's detailed privacy notice which can be found at www.mansfield.gov.uk/Privacy on the Council's website or requesting a copy by writing to the Data Protection Officer, Mansfield District Council, Chesterfield Road South, Mansfield, Notts, NG19 7BH.