

Council tax and benefit enquiries	01395 517446
-----------------------------------	--------------

All other EDDC enquiries	01395 516551
--------------------------	--------------

Open Monday to Friday 8:30 am to 5:00 pm
--

Knowle
Sidmouth
EX10 8HL
www.eastdevon.gov.uk



Account number	
----------------	--

Council Tax Exemption Form for Classes A and C

Please read the guidance notes on the next page before completing this form. When you have filled it in, please return the completed form to the address shown above.

We can give an exemption from council tax for any empty property requiring, or undergoing, major repair or structural alteration (**Class A**) and also for any property which becomes unoccupied and substantially unfurnished (**Class C**).

Address of property for which exemption is claimed:

Classes A and C

What is the full name and contact address of the owner?		
Title:	Forename:	Surname:
Address:		

Date property became unoccupied.	
---	--

Date property became unfurnished.	
--	--

Class A only

What major structural repair or alteration needs to be done?	
Details of work:	Date work started:

Please continue on next page

Declaration

I confirm that the information I have given on this form is correct. If my application for the exemption is granted, I agree to let you know immediately if the circumstances change and I cease to be eligible.

Name (print) Signature

Date Email

Contact telephone number/s

Guidance Notes (If you need more help please ring 01395 517447)

Class A: To qualify for this exemption, properties must require, or be undergoing, major repair work to make them habitable or undergoing major structural alterations. They must also be unoccupied and unfurnished.

The exemption period is limited to 12 months.

Class C: To qualify for this exemption, the property must be unoccupied and substantially unfurnished.

The exemption may last for up to 6 months from the date the property became unfurnished, regardless of liability/ownership.

If, during this time, the property becomes occupied or substantially furnished, for a period of less than six weeks, and then falls empty again, exemption will be limited to the balance remaining since the start of the original period of exemption.



To request this information in an alternative format or language please call 01395 516551 or email csc@eastdevon.gov.uk

We consider requests on an individual basis

The Council processes information in accordance with the Data Protection Act 1998. We may use it in the administration and provision of any of our services. We may also share information for the purposes of preventing and detecting fraud. If you want to know more about how we hold, or use, information about you, please contact the Data Protection Officer at the address on the front of the form, or visit:

www.eastdevon.gov.uk/national_fraud_initiative