

Chief Executive's Office
Revenues & Benefits Manager: Nicola Gemmell



Revenues & Benefits Service
P.O. Box 31, Wellington Square, Ayr KA7 2PL
Tel: 0300 123 0900
Email: council.tax@south-ayrshire.gov.uk
Reference:
Date :
If phoning or calling ask for Council Tax

Name _____

Address _____

Dear Sir / Madam

Council Tax Exemption Application Reference:

In terms of schedule 11 of the Local Government Finance Act 1992, and the Council Tax (Exempt Dwellings) Scotland Order 1992 (as amended), a dwelling house may be exempt from Council Tax, water and sewerage charges, **for a maximum period of SIX MONTHS** if it falls within the category shown below.

CLASS 1 - AN UNOCCUPIED AND UNFURNISHED HOUSE:

Name _____

Postal/Current Address _____

Property Address _____

Daytime Contact No _____ **Email Address** _____

My address during the period of the claim _____

I apply for exemption on the basis that the property is vacant and all furniture has been removed.

I consider exemption should apply from _____ **To** _____

Please note this exemption applies only to properties where all the furniture has been removed (excluding fixtures & fittings). By signing the declaration below you are confirming this is the case. The Council may require to verify this independently, ask you for further evidence and/or conduct a site visit. Exemption will not be granted without details of your main residence during the period of the claim.

If you live out with South Ayrshire Council please provide a copy of your Council Tax demand notice.

If you are not currently liable for Council Tax please provide evidence of your main address, e.g. copy of current bank statement or mobile phone bill.

I declare that the information on this form is true and complete and I authorise South Ayrshire Council to verify the details. If exempt status no longer applies I undertake to notify South Ayrshire Council within 21 days of this occurring.

I UNDERSTAND THAT FAILURE TO PROVIDE THIS INFORMATION IS AN OFFENCE WHICH MAY MAKE ME LIABLE FOR AN INITIAL FINE OF £50 AND £200 FOR EACH SUBSEQUENT OFFENCE.

SIGNATURE: _____

DATE _____