

Application For Council Tax Reduction for Annexes

Council Tax Account Number

Dear Sir/Madam

Council Tax Reduction for Annexes

In accordance with The Council Tax (Reductions for Annexes) (England) Regulations 2013 annexes which are used by the occupier of the main house as part of the main home, or annexes which are occupied by a relative of the person living in the main house will be entitled to a 50% reduction in the Council Tax payable on the annexe.

To qualify for the reduction the following conditions must be met:

- a) The dwelling must form part of a single property which includes at least one other dwelling; and
- b) The dwelling must be used by a resident of that other dwelling or, as the case may be, one of those other dwellings, as part of their sole or main residence; or
- c) The dwelling is the sole or main residence of a relative of the person who is liable to pay council tax in respect of that other dwelling or, as the case may be, one of those other dwellings.

Should you believe you are entitled to a 50% reduction in the Council Tax payable on the annexe, please answer the questions overleaf and return this form to South Kesteven District Council, Revenues Section, Council Offices, St Peters Hill, Grantham, Lincolnshire, NG31 6PZ or email to revenuesofficer@southkesteven.gov.uk.

If you require any further information please do not hesitate to contact the Revenues team on 01476 406080.

Yours faithfully

Revenues Collection Team Co-ordinator

Annexe Reduction Application Form

Council Tax Account Number

This form can be completed by the occupier of the main house, or the occupier of the annexe.

1. Please provide the full address of the main house

2. Please provide the name/s of the occupier/s of the main house

3. Please provide the full address of the annexe

4. Is the annexe furnished?

No

Yes

5. Is the annexe used by the occupier of the main house as part of the general living accommodation for the main house?

No

- go to number 6

Yes

- go to number 7

6. Please provide the name(s) of the Occupier(s) of the annexe and their relationship to the occupier(s) of the main house

Name(s):
Name of member of the main house you are related to:
Relationship:

7. Declaration

I have checked the information on this form and declare that it is true and complete to the best of my knowledge.

Signed

Date

Full Name (please print):

Contact Details

We may need to contact you for additional information; to assist us with this please provide your contact details below.

Daytime telephone number

Email Address