

P.O. Box 60
Leeds LS2 8JR

Acct Ref No:

Council Tax - Application for Young Person Discount

If the above person is a young person under 20, you may qualify for a Council Tax discount if:

- the young person is under 20, in further education for more than 3 months, and studying for more than 12 hours per week; or
- someone is entitled to Child Benefit for the young person (or would be if the person was not in local authority care).

The number of other adults who live in the property also affects whether the discount can be awarded. If two or more adults besides the Young Person are living in the property (unless all of the other people, or all but one of them, fall into a discount class themselves) we cannot award the discount.

To apply for this discount, please fill in the application form on the back of this letter and send it back to us.

Please make sure you send us all the information we have asked for. We will not be able to give any discount until we have received everything we need.

Yours ,



Andy Cameron
Head of Council Tax and Benefits

Application for Young Person Discount

1. Please give the address you are claiming the discount for.

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2. Please list all the people who live at the above address who are 18 or over.

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3. Which of the above people is the Young Person?

4. Please give his/her date of birth.

5. Please give the name and address of the school or college the person attends.

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6. What is the title of his/her course?

7. Please ask the School's Headteacher, or College's Certification Officer, to fill in and sign parts 7a. to 7d below.

7a. Is the person named in 3. above undertaking a course of further education at your school/college? **Yes / No**

7b. Does the course require more than 12 hours of study per week? **Yes / No**

7c. Please give the course start and end dates: Start date
End date.....

7d. Signed: Date:

Position in school/college

School/college stamp:

8. The person who is entitled to Child Benefit for the young person must fill in this part.

8a. Are/were you getting Child Benefit for the young person named in 3. above? Yes / No

8b. When will/did this benefit end?

9. Declaration - the person(s) named on the Council Tax bill must sign this declaration

The information I have given on this form is true and complete.

Signature: Date:

Please give your daytime telephone number in case we need to speak to you about this application form

In line with Data Protection law, we may use information you give us to prevent or detect fraud or other crimes. We may also share it with other Council services or public organisations if they need it in order to carry out their legal duties.