

Please quote: Council Tax/ Apprentice Claim Form
Your reference: As shown on your Bill
Date:
Please ask for:
Telephone direct: (01424) 451081
E-mail: counciltax@hastings.gov.uk
Web: www.hastings.gov.uk



Revenues and Benefits Service

PO Box 176,
Hastings,
TN34 1PY

COUNCIL TAX STATUS DISCOUNT: APPRENTICE

When calculating the level of Council Tax payable, a person may be disregarded if that person is an apprentice.

In order that I may consider your claim please read and complete the attached form and return to the above address.

If you have any query about the form, or require any assistance to complete it, please do not hesitate to contact my office on the above number.

Yours sincerely,

Revenue Service Manager

COUNCIL TAX STATUS DISCOUNT: APPRENTICE

Account Reference Number:

To be eligible for a status discount as an apprentice, the following conditions must apply.

- 1.The individual is employed for the purpose of learning a trade, business, profession, employment or vocation.
- 2.He or she is undertaking training that will lead to a qualification that is accredited by the National Council for Vocational Qualifications. **Please provide proof of this.**
- 3.Employed at a salary or in receipt of an allowance or both, which are, in total no more than £195 per week.

Please complete this box so that your claim can be considered.	
Name of apprentice	
Date of birth	
Address of apprentice	
Type of apprenticeship	
Date apprenticeship began	
Date apprenticeship due to end	
Your Signature:	Date:
Contact Telephone Number:	Email Address:

Please also ask the apprentice's manager to confirm the above details by completing this box.	
I confirm that the above named is an Apprentice as indicated.	Official Company Stamp
Signature:	
Capacity in which signed:	
Date:	