

# Council Tax discount



Revenue and Benefits  
PO Box 1761  
Solihull  
West Midlands B91 9RR

Your name and address (including postcode):

Council Tax reference no:

Please quote this number if you write or phone

Date:  /  /



 Help line number 0121 704 8100

Email: [revenues@solihull.gov.uk](mailto:revenues@solihull.gov.uk)

## Application for a Council Tax discount (Youth training trainees)

### What are discounts?

The Council Tax is based on two adults (people aged 18 or over) living in your home. If only one adult lives in a property, you can apply for a discount of 25% (one quarter). In some cases, even if there are two or more adults living in a property, we may give a discount of up to 50% (one half) or an exemption (which means you do not have to pay Council Tax). This is because we do not count certain people when we decide how many adults live in the property.

If two adults live in a property and we do not count one, you can apply for a 25% discount. If we do not count all the adults, you can apply for a discount of 50%, or an exemption. When someone is not counted, this means that they are 'disregarded' for Council Tax discount purposes.

### People who are youth training trainees

We can disregard a person for Council Tax discount purposes if they are carrying out training according to an individual training plan under the Employment and Training Act 1973 and are under 25 years of age.

People on Employment Training Schemes are not classed as being youth training trainees.



**Please use this form if you think we should give you a discount because you are, or someone who lives with you is, a youth training trainee.**

## Section 1 Youth training trainee

### You must fill in this section.

The person who is responsible for paying the Council Tax should fill in this form. If you fill in this form for them, please give us your full name.

Name

- How many people aged 18 or over live in the property?

- Please give the full name of the person who is a youth training trainee.

Mr  Mrs  Miss  Ms

First names

Surname

- How long has the person lived in this property?  
Please give the exact date if this is after 31 March 1993.

- Please give the date of birth of the person who is a youth training trainee.

 

If there is more than one person living at this address who is a youth training trainee, please fill in a separate discount form for each person.

## Section 2 Training scheme details

### You must fill in this section.

- Type of training scheme the person is carrying out:

- Name and address of the company providing the training:

- Date the training scheme started:

 

- Date the training scheme ends:

 

We will contact the company providing the training for written confirmation.

## Section 3 Changes and reviews

### Please read this section.

If you claim for a discount or exemption is successful and we reduce your Council Tax, by law you must tell us about:

- any change in your circumstances;
- any change in the circumstances of the youth training trainee; or
- if the youth training trainee moves house.

We will also send you a review form each year which you should fill in and return.

## Section 4 Declaration

You must fill in this section.

Please tick which applies

- I am the applicant named on this form
- I am applying for the applicant named on this form

The information I have given on this form is true and complete. I will tell you about any change in the youth training trainee's circumstances within 21 days which may affect this application for discount. If I do not tell you, I understand that I may have to pay a penalty of £50.

Your signature:

Date:

 

Phone number (You may give us your phone number if you want.)

**Return filled in forms to: Solihull MBC  
Revenues Division  
PO Box 1761  
Solihull  
West Midlands  
B91 9RR**

## Section 5 Data protection

Please read this section.

We will use the information you give in this form, and any supporting evidence you send, to process your claim for a discount. We may pass it to other organisations to confirm information and to protect public funds and prevent and detect fraud. We may also share it with other council services and partner organisations to make sure our records are accurate and to help us identify services you may be entitled to or interested in. For more details about how we will use your information, please contact Revenue and Benefits on 0121 704 8100.

## Section 6 For office use only

Action taken

Discount granted? Yes

No

Discount code:

Other:

Actioned by (signature):

Date actioned:

