



HEREFORDSHIRE
COUNCIL

CLAIM FOR PROPERTY EXEMPTION FROM COUNCIL TAX

If you are the Council Tax payer for a property which you believe may be eligible for exemption, please read the notes overleaf before completing this form and returning it to:-

Council Tax Department, Herefordshire Council, PO Box 224, Hereford, HR1 2XW
(Telephone 01432 260360)

Please Note: If you provide false information, you may be liable to prosecution

Name and address of applicant:

Applicant's contact phone number:

Address of property for which exemption is claimed:

Council tax account number:

Class of Exemption claimed
(Please see notes overleaf)

Date that the property became unoccupied (Class A-L)

Date that the property became eligible for exemption Class M-T)

Date you purchased the property

Reason why exemption is claimed:

To speed up the processing of your exemption you are requested to supply copies of any documentary evidence which supports your claim for exemption. E.g. student certificates must be supplied for exemption class N; qualifying allowances in relation to class U. Please note that when applying for a class N student exemption, you must also state how many residents (aged 18 or over) are living at your property.

Declaration

The information given in this application is correct to the best of my knowledge and I authorise Herefordshire Council to verify any information declared.

Signed _____

Date _____

Exemption Classes

Class Details

- A A vacant dwelling which requires or is undergoing major repair work to render it habitable or which is undergoing structural alteration, or where these works have been substantially completed less than 6 months previously. Exempt for up to 12 months.
- B An unoccupied dwelling owned by a charity and used for charitable purposes when last occupied. Exempt for 6 months.
- C An unoccupied dwelling left unfurnished since the last day of occupation. Exempt for up to 6 months from date the property first becomes unoccupied and unfurnished.
- D An unoccupied dwelling that was the sole or main residence of a person now detained in a prison except where detention is for non-payment of Council Tax.
- E An unoccupied dwelling that was the sole or main residence of a person now permanently resident in a hospital, nursing home or a care home.
- F An unoccupied dwelling where probate has not yet been granted or letters of administration made.
- G An unoccupied dwelling where occupation is prohibited by law.
- H An unoccupied dwelling held for use by a minister of religion.
- I An unoccupied dwelling that was the sole or main residence of a person now resident elsewhere in order to receive personal care.
- J An unoccupied dwelling that was the sole or main residence of a person now living with and caring for another person in need of care.
- K An unoccupied dwelling last occupied by one or more students who have continued to study since the last day of occupation or within 6 weeks of that date.
- L An unoccupied dwelling that is in the possession of a mortgagee under the mortgage.
- M A hall of residence providing accommodation for students.
- N A dwelling occupied solely by students.
- O A dwelling owned by the Secretary of State and held for use by members of the armed forces.
- P A dwelling where the liable person is a member of visiting forces.
- Q A dwelling left empty by a person who has become a bankrupt.
- R Caravan pitches or boat moorings where the caravan or boat has been removed.
- S A dwelling occupied solely by person/s aged less than 18 years.
- T An unoccupied granny annexe which:
a) forms part of a single dwelling, which includes another dwelling;
b) may not be let separately from that other dwelling without a breach of planning regulations.
- U A dwelling occupied only by a person/s who is/are severely mentally impaired.
- V A dwelling occupied by a person/s with diplomatic privilege or immunity.
- W A granny annexe occupied by a dependant relative.