

Council Tax - Second Home Premium Exception Application Form

Dear Sir/Madam,

Please read the notes over the page before you fill in this form.

Account reference	<input type="text"/>	
Name and Address	<input type="text"/>	
	<input type="text"/>	
Telephone	<input type="text"/>	Email address
	<input type="text"/>	

Exception you are plying for (please state which class, which can be found on the overleaf)

Class E		Class F		Class G		Class H	
Class I		Class J		Class K		Class L	

Supporting evidence (requested from notes on the overleaf)

Category of Property	Length of exception from second homes premium
Exception Class E Property that would be or is someone's sole or main residence if they were not residing in job-related armed forces accommodation.	No time limit
Exception Class F Annexe forming part of, or being treated, as part of the main dwelling	No time limit
Exception Class G Property being actively marketed for sale.	2 months from date being actively marketed.
Exception Class H Property being actively marketed for let.	2 months from date being actively marketed.
Exception Class I Unoccupied dwellings which fell within exempt Class F and where probate has recently been granted.	2 months from date being actively marketed.
Exception Class J Job Related (conditions apply)	No time limit
Exception Class K Chargeable dwelling in England which consists of a pitch occupied by a caravan, or a mooring occupied by a boat.	No time limit
Exception Class L Dwelling in England, the occupation of which is restricted by a planning condition – <ul style="list-style-type: none"> • Preventing occupancy for a continuous period of at least 28 days in anyone-year period. • Specifying that the dwelling may be used for holiday let only; or • Preventing occupancy as a person's sole or main residence. 	No time limit

DATA PROTECTION

Adur & Worthing Councils are the data controllers for the purposes of applicable data protection legislation in relation to administering Council Tax. Full details about how your personal data is used are available at www.adur-worthing.gov.uk/council-tax/privacy-notice.

Declaration

I declare that the details stated in this application are true and accurate to the best of my knowledge and belief.

I understand that I must notify the Revenues & Benefits Service immediately about any change in my circumstances that may affect my application for the exception.

Signed:

Date: