



## Application for apprentice disregard

Please fill in this form to apply for the apprentice disregard and send your completed form to:

Local Taxation Service  
Cotswold District Council  
Trinity Road  
Cirencester  
Gloucestershire  
GL7 1PX

Date:

Council tax bill number:

An apprentice aged 18 years or over who is resident in the household may entitle you to a discount if they fulfil the relevant criteria and, by not counting him/her the number of persons resident in your home is reduced to less than two adults aged 18 years or over.

A person is an apprentice if he/she is employed for the purpose of learning a trade, business, profession, office, employment or vocation and is undertaking a programme of training leading to a qualification accredited by the Qualifications and Curriculum Authority or the Scottish Vocational Education Council and is earning substantially less than the salary they are likely to receive when qualified.

Your details	Please complete in capital letters
Full name	
Address and postcode	
Contact telephone number	
Email address	

Details of the household	Please complete in capital letters	
How many people aged 18 years or over including yourself live in the household?		
About the apprentice		
Full name of apprentice		
About the apprenticeship		
Employer's name and address		
What date did/does the apprenticeship begin?		
What date is the apprenticeship expected to end?		
Are their Gross weekly earnings more than £195.00 per week? Please provide evidence	Yes	No
Please provide proof of the apprenticeship in the form of a certificate or signed statement from their employer.		

## Declaration

I accept it is **my** responsibility to let the Local Taxation Service at Cotswold District Council know within 21 days, of **all** changes that may affect the Council Tax, even if a further discount or exemption is applicable.

The information given on this form is correct, to the best of my knowledge. Providing false information may lead to prosecution under the Fraud Act 2006.

Your signature..... Date.....

The Council are the Data Controllers for the purposes of the Data Protection Legislation. We will only use your personal information in accordance with the Legislation and for the purposes of the Revenues & Benefits. We will not give information about you to anyone else, or use information about you for other purposes, unless the law allows us to.