



Enquiries to: **Billing Section**
 Direct Dial: **(01827) 719357**

| | |
|----------------|--|
| Date of issue: | |
| Account Ref | |
| Uprn: | |

Please complete this form and return to:
 COUNCIL TAX DEPARTMENT
 COUNCIL HOUSE
 SOUTH STREET
 ATHERSTONE
 CV9 1DE
 Telephone: **01827 719357**
 Email: counciltax@northwarks.gov.uk

APPRENTICE/YOUTH TRAINING TRAINEE



APPLICATION FOR PERSONS TO BE DISREGARDED FOR THE PURPOSE OF COUNCIL TAX

This form is to be completed and returned by the person responsible for payment of the Council Tax (the liable person).

PLEASE READ THE NOTES OVERLEAF BEFORE COMPLETING THIS APPLICATION FORM.

Part 1. Details of the Apprentice/Youth Training Trainee

| | | |
|----------------|--|---------------|
| Surname: | | Home Address: |
| Forename(s): | | |
| Date of Birth: | | |

Part 2. Complete (a) below if above named person is an apprentice or (b) a youth trainee

a) **APPRENTICE**

| | | |
|--|------------------------------|-----------------------------|
| i) Is the above named an apprentice as described in the notes overleaf? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| ii) The salary received is less than would be received if the qualification had been achieved? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| iii) Date apprenticeship commenced | | |
| iv) Date apprenticeship ends | | |

b) **YOUTH TRAINING TRAINEE**

| | | |
|--|------------------------------|-----------------------------|
| i) Is the above named a youth training trainee as described in the notes overleaf? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| ii) Please confirm the date of birth for the above named | | |
| iii) Date training commenced | | |
| iv) Date training ends | | |

I declare that the information given above is correct to the best of my knowledge and belief.

Signed: Name (BLOCK CAPITALS):
Tel: Date:
E-mail:

**IMPORTANT: You must notify the Council Tax Department if the above circumstances change.
If you fail to do so, you may be subject to a penalty of £70.**

Part 3. Declaration to be completed by the employer

| | |
|--|----------------------------------|
| Name and address of employer | |
| I declare that the information contained in Parts One and Two overleaf are correct to the best of my knowledge. | |
| Signature of employer and company stamp | |

NOTES TO HELP YOU

Classes of person(s) to be Disregarded for the Purposes of Council Tax Discount

- i) Apprentice/ Y.T.S. Trainee:
An apprentice is a person who is undertaking a programme of training leading to a qualification accredited by the National Council for Vocational Qualification for the purpose of learning a trade, business, profession, office, employment or vocation. An apprentice must not earn more than £160 per week prior to 1st April 2007, and must not earn more than £195 per week thereafter.
A youth training trainee is a person under 25 who is undertaking a training course under Section 2 of the Employment and Training Act 1973 which is approved for the purposes of Section 28 of the Social Security Contributions and Benefits Act 1992.

If you require further information on any of the above disregard classes please contact the Council Tax department on 01827 719357.