**Application for a Class D Discount:**

**Properties undergoing Structural Alteration**

**Please read policy before continuing**

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| Your Details.  Name: …………………………………………………………………………………………  Address:  Please confirm the address that you are living in, whilst the structural alteration is being carried out. If no alternative address is provided the discount cannot be awarded  …………………………………………………………………………………………………  …………………………………………………………………………………………………  Telephone: ……………………………………………………………………………………  Email: ………………………………………………………………………………………… |

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| Address of property undergoing structural alteration.  …………………………………………………………………………………………………  …………………………………………………………………………………………………  Council Tax account Number: ………………………………………………………………  Are you the owner of this property Yes / No:………………………………………………  If No please provide owners details: ……………………………………………………....  ………………………………………………………………………………………………..  ……………………………………………………………………………………………….. |

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| Please confirm the date that the property became unoccupied and unfurnished  Unoccupied date from: …………………………………………………………………………  Unfurnished date from: …………………………………………………………………………  **If the property is not unoccupied and unfurnished the discount cannot be awarded** |

1. What structural alteration is taking place?

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1. On what date did structural alteration commence?

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1. Please confirm the date by which you estimate the structural alteration will be completed:

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In order to consider your application, the following evidence must be provided:

* + A structural survey or builders report to confirm the nature of the structural alteration
  + Plans showing the intended alteration
  + Photographs showing the structure prior to alteration
  + Photographs showing the structure undergoing alteration

**Declaration: the person who has filled in this form must sign this declaration**

I confirm that the information I have given on this form is true and complete.

Signature: …………………………………………………. Date: ………………………………