

Council Tax
Reference:

Annexe Discount

WARRINGTON
Borough Council



Name:

Address:

Post Code:

Telephone number:

Is the annexe completely separate from the main property?

Yes

No

Does it form part of a single property which includes another dwelling?

Yes

No

If it is part of a single property, is it capable of being let as a separate property?

Yes

No

Is the annexe occupied?

Yes

No

If yes please provide the following details regarding the occupier of the annexe:

Full Name

What is their relationship to the occupier of the main property?

What is the date of birth of the occupier of the annexe?

__/__/____

Is the occupier of the annexe dependant on the occupiers of the main property for their well being?

Yes

No

If yes please provide an explanation as to why.

If the annexe is unoccupied, is it being used by an occupier of the main dwelling for any function?

Yes

No

If yes please provide an explanation.

Further Information Needed:

If there are any planning restrictions preventing the letting of the annexe, please supply a copy of the appropriate documentation.

Discounts and Exemptions explained:

- Where the annexe forms part of a single property which includes another dwelling, is unoccupied and cannot be let separately from the main dwelling due to a planning restriction, an exemption under class T will apply.
- Where the annexe forms part of a single property which includes another dwelling and is occupied by a dependant relative (e.g. a person over 65 or someone who is severely mentally impaired or substantially and permanently disabled), then an exemption under class W will apply.
- Where the annexe is used by the occupier of the main building or occupied by a member of his/her family, then a 50% discount will apply.
- Where the annexe is occupied by a person who is not related to the occupier of the main building, then no discount will apply.

4. Declaration:

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

Name (capitals)

Signed:

**RETURN FORM TO:
Benefits & Exchequer Services,
New Town House,
Buttermarket Street,
Warrington WA1 2NH.**

Alternatively you can scan and e-mail this form to: counciltax@warrington.gov.uk

If you have any difficulties in completing this form, or require any additional information:

Please contact this office on 01925 443210 where an advisor will be pleased to help.

Our phone lines are open Monday to Friday 8am-6pm.