

**Council Tax Reference:**

**Exemption B**  
Unoccupied and owned by a charity

**WARRINGTON**  
Borough Council 

**1. Liable person**

**Surname:**

**Title:**

**Forenames: (In full)**

**Contact address:**

**Postcode:**

**Telephone number:**

**2. Address of unoccupied property**

**Address:**

**Post Code:**

**3. Date the property became unoccupied.**

\_\_/\_\_/\_\_\_\_

**Does the property contain furniture?**

**Yes**

**No**

**If no please confirm the date the furniture was removed.**

\_\_/\_\_/\_\_\_\_

**Name of the Charity**

**Charity registration number**

Once these details are received, you will be contacted to arrange an appointment for an inspection of the property if appropriate.

#### **4. YOUR SIGNATURE**

**I declare that the information stated in this application is true and accurate to the best of my belief. I am aware of the criteria that must be met in order for the discount to apply.**

**Name:**

**Signed:**

**Date:**

**REVENUES & BENEFITS TELEPHONE NUMBER: 01925 443210**

**RETURN FORM TO : Benefits & Exchequer Services, PO Box 5, New Town House,  
Buttermarket Street, Warrington WA1 2NH.**

### **Exemption B.**

#### **Property that is unoccupied owned by a charitable body.**

If a property is unoccupied and owned by a charity it is exempt for up to six months from the date that it became unoccupied, provided that the property was being used for the purposes of the charity up to that date. For the purpose of this exemption, a charity is described as 'a body established for charitable purposes only'.

**Exemption period maximum 6 Months**

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**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.**