

## **Application for Council Tax discount (Youth Training Trainees)**

This is an interactive PDF that you can fill in electronically. When you have completed the form – please send to Council Tax Section, Herefordshire Council, Plough Lane, Hereford HR4 0LE. Alternatively you can scan and email to [counciltax@herefordshire.gov.uk](mailto:counciltax@herefordshire.gov.uk)

Council tax number:

***Before filling in this form please read the notes below.***

A discount can be granted if there are fewer than two adults living in a property. When counting the number of adults, any person may be disregarded if they are under 25 years of age and undertaking approved training.

If you would like more information, advice or help with the form please contact the Council Tax Department at the above address, by email or on telephone number (01432) 260360. Telephone lines are open Monday to Friday 10am to 4pm.

### **Section A - Applicant (Must be a person liable to pay the council tax for the property)**

First name:

Last name:

Address:

Please state the total number of people, aged over 18, who live in the property:

**B - Person to be disregarded (Must live in the property where the discount is being claimed)**

Full name:

Date of birth:

Name of employer:

Date employment started:

Due to end:

**Section C - Certificate of employment (This section of the form should be completed by the person who employs the Youth Training trainee)**

Employees name:

Employees national insurance number:

Is this person training in conformity with an individual training plan pursuant to arrangements made under Section 2 of the Employment and Training Act 1973 and do these arrangements constitute an approved training scheme for the purposes of Section 28 of the Social Security Contributions and Benefits Act 1992.

Yes      No

Date employment commenced:

Employer's name and address:

Employer's official stamp:

**DECLARATION BY EMPLOYER**

I declare that the above named person is employed by me through a prescribed Youth Training Scheme and that the information given by me is to the best of my knowledge true and accurate.

Signed:..... Position:.....V1.0