



## **COUNCIL TAX – JOB RELATED DWELLING DISCOUNT APPLICATION FORM**

### **SECTION 1 – DETAILS OF PROPERTIES INVOLVED**

Address of property where occupation is regarded as being job related:	
Address of other property:	
Please state the full name of the person for whom the job-related dwelling has been provided:	
Type of occupancy (please circle):	<div>FREEHOLD</div> <div>LEASEHOLD</div> <div>TENANCY</div>

**Please ensure you include a copy of the relevant part of your contract of employment which requires you to live at the job-related property.**

### **SECTION 2 – DETAILS OF EMPLOYMENT**

Employer's name	
Employer's address	
Employer's telephone	

Information will only be used by Horsham District Council and its employees in accordance with the Data Protection Act 1998. The Council will not supply information to any other organisation or individual except to the extent permitted by the Data Protection Act and which is required or permitted by law in carrying out any of its proper functions.



### SECTION 3 – FURTHER DETAILS ON CLAIM

Has either your main home or secondary residence been provided as a necessary part of employment by your (or your partner's) employer?	
Please state the nature of the employment of the person for whom the property has been provided:	
Please explain how and why the presence in that property is regarded as a necessary part of employment:	

### DECLARATION

I declare that the information given on this form is complete and accurate to the best of my knowledge. **REMEMBER, if you give false information you may be prosecuted.**

In order to protect public funds, the Council may use the information you have provided on this form to prevent and detect fraud. The Council may also share this information, for the same purposes, with other organisations which handle public funds.

Full Name (BLOCK CAPITALS)	
Signature	
Date	
Telephone	

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