

SOUTH GLOUCESTERSHIRE COUNCIL

Department for Resources and Business Change,
Revenue Services, PO Box 1953, BRISTOL BS37 0DE
www.southglos.gov.uk TEL: 01454 868003

COUNCIL TAX - SOLE OR MAIN RESIDENCE QUESTIONNAIRE

In order to ascertain where your sole or main residence is for the purpose of Council Tax, would you please complete and return this form as soon as possible to the above address.

Address (A) is that for which you are requesting a discount.

Address (B) is that at which you normally reside.

NAME

BILLING NUMBER:

ADDRESS (A) TELEPHONE

1. What is your interest in the above property? (A) (please tick as appropriate)							
OWNER	<input type="checkbox"/>	JOINT OWNER	<input type="checkbox"/>	LEASE-HOLDER	<input type="checkbox"/>	OTHER (SPECIFY)	<input type="checkbox"/>
IF LEASEHOLDER, PLEASE STATE DATES OF LEASE:				TO			
DETAILS OF LANDLORD							
ADDRESS							
IS THIS A FURNISHED LET?				YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Does anyone else share the property with you, if so please give details:							

2. What is your interest in the property you occupy elsewhere? (B)							
PROPERTY ADDRESS (B)							
NAME OF LOCAL COUNCIL FOR THIS PROPERTY							
OWNER	<input type="checkbox"/>	JOINT OWNER	<input type="checkbox"/>	LEASE-HOLDER	<input type="checkbox"/>	OTHER (SPECIFY)	<input type="checkbox"/>
IF LEASEHOLDER PLEASE STATE DATES OF LEASE:				TO			
NAME OF LANDLORD/OWNER							
ADDRESS							
IS THIS A FURNISHED LET?				YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

3. Which of the above properties do you consider to be your main home?							
A	<input type="checkbox"/>	or	<input type="checkbox"/>	B	<input type="checkbox"/>		

4a. What is the main reason for the absence from the property you consider to be your main home?							
4b. If your residence elsewhere is for the purposes of work, is the property provided for by your employer?							
YES	<input type="checkbox"/>	NO	<input type="checkbox"/>				
4c. Will it cease with your contract?							
YES	<input type="checkbox"/>	NO	<input type="checkbox"/>				

PLEASE CONTINUE OVERLEAF

5. Is your absence from property A

PERMANENT

TEMPORARY

6. At the end of your absence/contract/period abroad, where do you intend to reside?

7. If you have any dependants where do they normally reside?

SPOUSE

CHILDREN

OTHER (PLEASE SPECIFY)

8. Where are the majority of your possessions normally kept?

9. If you are a single person who normally lives with their parents, will your room be kept vacant for your use upon your return?

YES

NO

10. If you have returned or intend to return to property (A) during your period of absence, please indicate the dates, length of stay and reason:

11. Please write below any other information which you feel may be relevant:

12.. Have you made a formal appeal against this Authority's decision regarding your residence for Council Tax purposes?

YES

NO

Signature.....

Date.....