



NORTH WARWICKSHIRE BOROUGH COUNCIL
THE COUNCIL HOUSE, SOUTH STREET,
ATHERSTONE, WARWICKSHIRE, CV9 1DE

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APPLICATION FORM FOR COUNCIL TAX RELIEF – Empty Uninhabitable / Major Works

Please read the declaration below then complete and sign the form, if appropriate and return with the documents requested below using the envelope provided. A Council Tax Visiting Officer may then inspect the property and, if your application is successful, you will receive a revised Council Tax bill. In the meantime, bills already issued must be regarded as correct and due for payment as requested. Please note retrospective applications will not be accepted without substantial and indisputable documentary evidence.

Full Address of Property :

The above property : requires or is undergoing major repair works to render it habitable; or

YES/NO

is undergoing structural alteration which has not yet been substantially completed; or

YES/NO

**Date of
was
Purchase:**

Date property

emptied of furniture :

Date work began:

I submit the following evidence to support my claim : (please attach and cross boxes as appropriate)

Surveyor's report

Builder's estimate

Receipts for materials

A timetable of work done / to be done

Photographs

TIMETABLE OF WORK DONE / TO BE DONE

Please list below details of the major repair works and/or structural alterations involved, indicating the date on which the work was or is expected to be completed.

DETAILS OR WORK UNDERTAKEN / TO BE UNDERTAKEN	DATE COMPLETED / TO BE COMPLETED

What are your intentions as to the future of the property, once the work has been completed?

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This form will be digitally stored.