

Council Tax Department
 Newcastle under Lyme Borough Council
 Castle House
 Barracks Road
 Newcastle under Lyme
 Staffordshire
 ST5 1BL



 Your Name:

 Your Current Address:

Date: _____
 Property Ref: _____
 Account Ref: _____
 Benefit Ref: _____

STATEMENT OF PERSONS LEAVING HOUSEHOLD

**Names of all those who
 are moving out of the
 property:**

Address that they are moving to:

Move out Date:

CHECK THIS BOX IF YOU WISH TO APPLY FOR SINGLE PERSON'S DISCOUNT

DECLARATION

I declare that the information given on this form is correct to the best of my knowledge and I will inform the council if I cease to be eligible for the single person's discount. I am aware that to make a false statement is a serious offence and it is the Council's policy to prosecute where any statement can be proven to be false. In certain circumstances a penalty may be imposed where a false statement leads to a loss by the Council

Name: _____ Signature: _____

Tel: _____ Email: _____ Date: _____

Received by: _____ Date: _____

(Customer Services Clerk)

For more information contact tel: 01782 715500 or email: counciltax@newcastle-staffs.gov.uk

General Data Protection Regulations: Your right to privacy is very important to us and we recognize that when we collect, use or store your personal data you trust us to act in a responsible manner. For a full explanation of how Newcastle under Lyme Borough Council uses your data and what your rights are, please read our privacy notice at <https://www.newcastle-staffs.gov.uk/all-services/advice/privacy-notice>