

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: _____

TO BE RETURNED BY THE NEW OCCUPIER

Names of all those who are moving into the property:	Address you have moved from:	Move in Date:	Are you a full time student?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

CHECK THIS BOX IF YOU WISH TO APPLY FOR SINGLE PERSONS DISCOUNT:

ABOUT THE ADDRESS YOU ARE MOVING TO

ABOUT THE ADDRESS YOU HAVE MOVED FROM

Interest in the Property (Owner/Tenant etc.)	
Landlord's Name and Address (if renting)	
Is your new property furnished or unfurnished?	
Completion Date/Tenancy Start Date	
Previous Occupiers/Owners	
Additional Information (Solicitor, Direct Debit, etc.)	

Interest in the Property (Owner/Tenant etc.)	
Landlord's Name and Address (if renting)	
Will the property remain furnished?	
Completion Date/Tenancy End Date	
Vacation Date	
Additional Information (Solicitor, Direct Debit, etc.)	

DECLARATION

I declare that the information given on this form is correct to the best of my knowledge. 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: _____

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>