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| --- | --- |
| **Application for Council Tax discretionary discount**  **for an empty and unfurnished property** | |
| Council Tax account reference: |  |
| Address of property: |  |
| Contact telephone number: |  |
| Contact e-mail address: |  |
| Dates when property is empty and unfurnished: | From:  To: |
| Why is the property empty? |  |
| Who is responsible for getting the property re-occupied, and is anybody else involved? (e.g. managing agent, letting agent or other assistance from family) |  |
| When do you expect the property to be re-occupied? |  |
| What are the exceptional circumstances that are causing the delay? |  |

**Declaration**

I declare that the information I have given on this form is correct to the best of my knowledge and belief. I acknowledge my legal obligation to notify Brighton & Hove City Council within 21 days of any material change in circumstances.

**Full Name** (in CAPITAL LETTERS please):

**Signature: Date:**