**Council tax exemption for a property that is now unoccupied because the person that lived in it has died**

If a person that lived in a property has died and no one else lives there. You could claim a council tax exemption. Please complete this form and send it to us.

<table>
<thead>
<tr>
<th>The council tax account reference (found on the top right of the bill)</th>
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</thead>
</table>

What is the name of the person on the council tax bill?

What was the name of the person that has died?

What was the date that this person died?

Did this person own the property? Please tick

If you have ticked no, what is the owner’s name?
What is the owner’s address?

Does anyone live in the property now? Please tick

Yes □
No □

Is the property still furnished? Please tick

Yes □
No □

If you have ticked “No”, when was the furniture moved out?

What is the name of the executor, or person that is dealing with the deceased’s estate?

What is the address of the executor or person dealing with the estate?
Declaration

This declaration must be signed by the deceased’s executor, or by someone dealing with the administration of the estate.

I declare that the information given on this form is complete and correct.

I understand that if I give incorrect information that the Council may take action against me.

I understand that the information given on this form may be used by the Council and shared with other public authorities to prevent fraud.

I understand that I must tell you straight away if these circumstances change.

Please sign your name

Please print your name

Your telephone number

Your email address

The date that you signed this form