



High Peak Borough Council

0845 129 48 58

www.highpeak.gov.uk

Council Tax Team

We're here to help

Town Hall Market Place Buxton

Derbyshire SK17 6EL

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Application for Council Tax Discount Youth Trainees

Please read the notes on the other side, before completing this form.

Date of issue:

N.B. REMEMBER TO ENCLOSE A CERTIFICATE FOR EACH PERSON, COMPLETED BY THEIR EMPLOYER, WHICH IS ATTACHED TO THIS FORM

Property Reference Number (this is shown on your Council Tax Bill):	
Name of Taxpayer:	
Address of Property:	
Total Number of Adults Resident in the Property:	
PERSON TO BE DISCOUNTED	
Full Name:	Date of Birth:
Name and Address of your Employer:	Title of Youth Training Scheme:
	Date Scheme Started:
	Weekly Allowance £

DECLARATION

I declare that the information given above is, to the best of my knowledge, true and accurate.

SIGNED:

DATE:

Discount for Youth Trainees

The full Council Tax bill assumes that there are 2 adults living in a property. However, for Council Tax purposes, certain people will not be counted when looking at the number of adults. This may mean that the bill is reduced by 25%.

Below are answers to some questions about who should be discounted, under this category.

1. In what circumstances is a Youth Trainee discounted?

If he/she is a person who is under 25 years of age and who is on a scheme which is recognised under the Employment & Training Act 1973(a) and funded by the Learning & Skills Council for England.

2. Why does the employer have to complete a Certificate?

In order to confirm that the trainee is on a recognised scheme.

3. How do I apply?

Complete the form overleaf and return it, together with a Certificate for each person, completed by their employer, to the address shown. Once it has been assessed you will be notified of the Council's decision.

4. For how long will the discount be allowed?

While you continue to be a Trainee and the number of adults in the property stays the same. If your circumstances change you must tell us about it straight away, or you may have to pay a penalty.

DATA PROTECTION ACT 1998

Information on this form may be recorded on computers and is subject to the provisions of the Data Protection Act 1998. Although you do not need give this information, if you do not do so it will be assumed that no discount is applicable. If you have any other queries about discount or would like any more information about Council Tax, please contact the office at the address/telephone number shown overleaf.

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COUNCIL TAX
Employers Certificate

THIS CERTIFICATE IS REQUIRED FOR THE PURPOSE OF ASSESSING COUNCIL TAX DISCOUNTS

TO BE COMPLETED BY THE YOUTH TRAINEE

Name of Trainee

Address of Trainee

TO BE COMPLETED BY THE EMPLOYER

An application for Council Tax discount is being made because the person named above is a Youth Trainee (see the definition overleaf). Please provide the details requested below and sign to confirm that the trainee qualifies for the discount

Table with 2 columns: Field Name, Value. Fields include Name of Employer, Title of Youth Training Scheme, Date that scheme started, Weekly allowance paid.

DECLARATION

I CONFIRM THAT I EMPLOY THE PERSON NAMED ABOVE AS A YOUTH TRAINING TRAINEE.

Signed: Date:

Position Held:

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DEFINITION OF YOUTH TRAINEE

For the purpose of Council Tax discounts a Youth Trainee is defined as :-

A person who is under 25 years of age and who is on a training scheme which is recognised under Section 28 of the Social Security Contributions and Benefits Act 1992, such as Youth Training Trainees, Youth Credit Trainees, and persons on schemes such as Options, Future and Next Step.