



Witchburn Road, Campbeltown, Argyll, PA28 6JU  
Tel: 01546 605511 Fax: 01586 553050  
Date: [sysdate]

Name \_\_\_\_\_

Subject Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Council Tax Reference Number \_\_\_\_\_

Dear Sir/Madam

**COUNCIL TAX DISCOUNT APPLICATION FORM - 02ND HOME 10% DISCOUNT**

In terms of Section 79(2) of the Local Government Finance Act 1992, any furnished dwelling house which has no permanent residents shall be subject to a discount of the Council Tax.

Please supply the details requested, sign the declaration and return this form to the above address.

APPLICATION: TO BE COMPLETED BY THE LIABLE PERSON

I confirm that I am the person liable to pay Council Tax for the above property and that it has no permanent residents. The situation has existed since / /

My main residence is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(Please attach copy of Council Tax Notice for your main place of residence if outwith Argyll & Bute)**

Here I am (please tick the appropriate box):

- OWNER
- TENANT
- OTHER RESIDENT

I declare that the information on this form is true and complete and I authorise Argyll & Bute Council to verify the details. If discount status no longer applies to this property, I undertake to notify Argyll & Bute Council within 21 days of this occurring. I understand that failure to provide this information is an offence which may make me liable for an initial fine of £50 and £200 for each subsequent offence.

Signature of liable person \_\_\_\_\_ Date \_\_\_\_\_

**Data Protection Fair Processing Notice:** Argyll and Bute Council, or their agents, will hold information supplied in accordance with the provisions of the Data Protection Act 1998, we will use the information you have supplied primarily for the collection and administration of tax. The information may also be used for other legitimate purposes e.g. housing and council tax benefit administration or private landlord registration. This information may also be shared with other Councils, governmental and quasi-governmental bodies. By completing and submitting this form you consent to the use of your personal data including, where appropriate, sensitive personal data. You have a right to apply for a copy of the information we hold about you, and to have any inaccuracies corrected. The set fee (where applicable) will be charged. Should you wish to exercise this right, your request must be made in writing to the Data Protection Officer, Argyll & Bute Council, Kilmory, Lochgilphead, PA31 8RT.