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| **Application for Relief from the Long Term Empty Property Tariff** |

Property address:

Account reference:

Liable person name and

contact address:

Telephone number and

e-mail address

The Long Term Empty Property Tariff is a 200% Council Tax charge on homes that have been empty for more than 12 months. You may be able to apply for Relief from the tariff bringing your charge back to the normal 100% Charge.

Please tick which category you wish to apply under and provide evidence as listed.

**Tariff relief categories**

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| **Category** | **Required Evidence** | **Please Tick** |
| The property is undergoing major repair *(A property cannot be lived in because it has fallen into severe disrepair. Not cosmetic)* | Full details including builders schedule of work or copy invoices/receipts for goods/services purchased. **Please also confirm the date work started.**  Maximum award period of 3 years. |  |
| It is actively being marketed for sale or let | A copy of the sale/rental particulars, or information to advise where advertised online.  Maximum award period of 3 years. |  |
| There is an ongoing legal issue preventing the sale or occupation | Full details and copy documentation, including intention for property use.  Maximum award period of 3 years. |  |
| Delay in planning permission | Full details of delay and application number.  Maximum award period of 3 years. |  |
| Small period of time required to enable property to be lived in | No evidence required, completed application is sufficient.  Maximum award of 6 months from start date of liability |  |
| Property has been inherited | Letter from solicitor to confirm property has been inherited.  Maximum award of 6 months from start date of liability |  |
| Person in receipt of CTR | If main residence is within D&G check our own records for HB/CTR. Where it is out with D&G we require evidence  Maximum award period of 3 years. |  |

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**Declaration - To be signed by the liable person**

* Ideclare that the information on this application is correct**.** I will notify you immediately of any changes that might affect my Council Tax or the category of exemption claimed.
* I understand that giving false information is an offence for which a penalty can be imposed and you may check the information with other sources as allowed by the law.
* I understand that any information I have provided will be used in the administration of my Council Tax account. You may give information to other parties where the law allows this.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Where to return form too**

**Please either post or email this form with required evidence using details shown below.**

Dumfries and Galloway Council, Enabling and Customer Services, Local Taxation Team,

PO Box 9089, Dumfries, DG1 9EB

Telephone number 030 33 33 3005, Email [Council.Tax@dumgal.gov.uk](mailto:Council.Tax@dumgal.gov.uk) or visit our website  [www.dumgal.gov.uk/counciltax](http://www.dumgal.gov.uk/counciltax)

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