

COUNCIL TAX DISCOUNTS

DISCOUNTS FOR AN APPRENTICE OR YOUTH TRAINING TRAINEE

The Local Government Finance Act 1992 provides that any person who is an Apprentice or a Youth Training Trainee and complies with the conditions shown below will not be counted in the total number of adult residents for Council Tax purposes.

The circumstances of a member of your household may be such that you may qualify for a Council Tax discount.

A. AN APPRENTICE

A person is an Apprentice if he/she is:

- employed for the purposes of learning a trade, business, profession, office, employment or vocation.
- for that purpose is undertaking a programme of training leading to a qualification accredited by the National Council for Vocational Qualifications.
- employed at a salary or in receipt of an allowance or both, which are in total:
 - i) substantially less than the salary likely to be received if the qualification had been achieved and
 - ii) no more than £195 per week.

B. A YOUTH TRAINING TRAINEE

A person is a Youth Training Trainee if he/she is under the age of 25 and is undertaking an approved training programme which is supported by the Training and Enterprise Council.

Note: Employment training (ET) is benefit related and does not fall within the definition of a Youth Training Trainee.

If you consider that you may qualify for a discount please complete and return the application form and arrange for the employer or training agent of the person to complete the declaration. The form should then be returned to the above address. You **MUST** inform me if there are any changes to the information given.

G Hawkins
Assistant Director (Benefits and Taxation)

COUNCIL TAX DISCOUNTS – APPRENTICE and YOUTH TRAINING TRAINEES

This form should be completed by the person who is liable for payment of the Council Tax and returned to the Finance & Property directorate (address shown overleaf).

Please write in ink and use **BLOCK LETTERS**.

1.	<p>FULL NAME AND ADDRESS OF APPLICANT</p> <p>Surname: First Name(s).....</p> <p>.....</p> <p>COUNCIL TAX ACCOUNT NUMBER</p>
2.	<p>NUMBER OF RESIDENTS</p> <p>How many adults aged 18 or over live in the property?</p> <p><i>Note. include yourself and the person for whom a discount is claimed.</i></p>
3.	<p>FULL NAME OF THE PERSON FOR WHOM THE DISCOUNT IS CLAIMED</p> <p>Surname First Name(s)</p> <p>Date of Birth:</p> <p>(Please note a Youth Training Trainee must be under 25 years of age).</p> <p>PLEASE COMPLETE EITHER PART A <u>OR</u> PART B BELOW</p>
4.	<p>A. APPRENTICE</p> <p>Name of employer:</p> <p>Employer's address:</p> <p>What qualification will the apprentice have at the end of the apprenticeship?</p> <p>.....</p> <p>Please indicate if this is a National Vocational Qualification (NVQ): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>When did the apprenticeship commence? <input type="checkbox"/></p> <p>Date apprenticeship ceases: <input type="checkbox"/></p> <p>What is the salary/wage of the apprentice?</p> <p>B. YOUTH TRAINING TRAINEE</p> <p>Where does the above named person undertake training?</p> <p>What training programme is being undertaken?</p> <p>When did training commence?</p> <p>When will training ceases (date)?.....</p>
5.	<p>TO BE COMPLETED BY THE EMPLOYER / TRAINING AGENT</p> <p>I confirm that the above named is (* Delete as necessary)</p> <p>* an apprentice and the conditions shown in 'A' overleaf apply;</p> <p>* a youth training trainee and the conditions shown in 'B' overleaf apply and the information shown above is correct.</p> <p>Signature Date</p> <p>Name (please print)</p> <p>On behalf of (company/agent)</p>
6.	<p>DECLARATION</p> <p>I declare that the information on this form is complete and accurate to the best of my knowledge and belief.</p> <p>Signature: Date:</p> <p>WARNING : Deliberately giving incomplete or false information could lead to a penalty of £50</p>