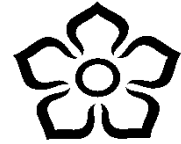


**Council Tax Status Discount Application –
Youth Training Trainees**



Leicester
City Council

Revenues & Customer Support

York House
91 Granby Street
Leicester LE1 6FB
Tel: 0116 454 1005
Fax: 0116 454 0705

council.tax@leicester.gov.uk

Had a change? Report it at
www.leicester.gov.uk/myrb

Please fill in this form and return it to us within 21 days of the date shown above. If you have any questions about this letter please e-mail us at council.tax@leicester.gov.uk or telephone us on 0116 454 1005. If you want to discuss your council tax at our offices, you will need to make an appointment in advance. Based on the information you have given we will either update our records and send a new bill to you, or contact you for more information.

1) Please give the full name of the person who is a youth training trainee:

.....

2) Please give the youth training trainee's address:

.....

3) Please give the date of birth of this person (dd/mm/yy):.....

4) Please give the full name of the training course this person is following:

.....

5) Please give the exact start date and intended end dates for the training course (dd/mm/yy):

Start:.....

End:.....

5) Please provide a photocopy of the trainee's training plan to confirm their entitlement to youth training trainee status. If you do not have a copy, the Personnel section of the firm where the trainee works will be able to supply one.

Data Protection Privacy Statement

Any personal information that you provide will be processed in accordance with current Data Protection laws. It will be used by Leicester City Council and our partners to deliver and improve services and fulfil our legal duties. We will not disclose any personal information to anyone else unless required or allowed to do so by law. Read more about how we use personal data in our Fair Processing / Privacy Notice on our website: leicester.gov.uk/privacy.

Declaration:

I declare that the information given on this form is correct to the best of my knowledge. I will inform the Revenues and Customer Support if there are any changes in the future to the information I have given on this form that may affect the amount of Council Tax that is to be paid.

Signature:

Print Full Name:

Date:

Phone Number (optional):

The information you have provided on this form will be used in order for Leicester City Council to process your council tax. Please sign the declaration above and return the completed form to FREEPOST RTRE-HTRJ-CSSJ, Leicester City Council, Revenues & Customer Support, York House, 91 Granby Street, Leicester, LE1 6FB. (No stamp is needed.)