



# Dacorum Borough Council - Council Tax Application Form

## 1. Declaration

I will fill in the following information correctly and to the best of my knowledge. I understand that deliberately providing false or misleading information is fraud, and a criminal offence for which I may be prosecuted. (If you hold a DBC joint tenancy please both sign this form).

NAME (CAPITALS):  Signed:

NAME (CAPITALS):  Signed:

Date:  Daytime/mobile number:

Email address:

Information provided will be used for the purposes of collecting and administering Council Tax, and in accordance with the law to protect public funds. The information provided may also be used by other Council departments.

## 2. Which property are you registering for?

Property address:

Postcode:

## 3. Who is living in the property?

The property is occupied. **Please list all persons aged 18 and over who are living at this property, including yourself.** If nobody living at the property is aged 18 or over please contact us.

Title	First name	Last name	Date moved in	Owner, tenant, leaseholder or dependent

• If there has been only one adult resident from the date above tick here to confirm sole occupancy

It is being used as a commercial property (e.g. as a shop or office)

It is unoccupied or used as a second home, and has not been a primary residence since

• and it is:  Furnished  Unfurnished, and has been since

• this property is also currently:  Being sold  Waiting to be let  Uninhabitable

Awaiting or being demolished  Awaiting decoration or renovation  None of the above

#### 4. Who owns the property?

The person filling in this form, or someone living at the property

- Who became the legal owner on  /  /

Dacorum Borough Council

Another person or organisation as the landlord.

- And my/our tenancy began on  the date that I moved in  the following date  /  /

- The property was let as:  furnished  unfurnished

Landlord's name (or organisation):

Landlord's address:

Postcode:  Contact number:

#### 5. Who manages the property? (Or is acting as agent if it is currently being let or sold)

As above (the owner of the property)

Someone else, e.g. managing or letting agent. Name:

Address:

Postcode:  Contact number:

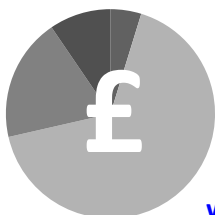
#### 6. Previous address

If you have moved from an address in Dacorum please give your last address or Council Tax Account No.:

#### 7. Anything else we should know?

If there is anything else that you think we should know, please tell us here:

If you would like more information about Council Tax and how it is spent in your community please visit

[www.dacorum.gov.uk/counciltax](http://www.dacorum.gov.uk/counciltax)

#### 8. Please send this form to:

[council.tax@dacorum.gov.uk](mailto:council.tax@dacorum.gov.uk)

or print and send to

Dacorum Borough Council, Council Tax Section,  
The Forum, Marlowes, Hemel Hempstead,  
Herts, HP1 1DN

If you require any help filling this form in please call 01442 228000 and ask for Council Tax.