



# Oadby and Wigston Borough Council

## Customer Services, Council Tax

**Customer Service Centre:** 40 Bell Street Wigston, Leicestershire, LE18 1AD

**Write to us at:** Council Offices, Station Road, Wigston, Leicestershire, LE18 2DR

**Telephone:** Leicester (0116) 288 8961    **Email:** [revenues@oadby-wigston.gov.uk](mailto:revenues@oadby-wigston.gov.uk)

**Website:** [www.oadby-wigston.gov.uk](http://www.oadby-wigston.gov.uk)    **Fax:** (0116) 288 7828

## COUNCIL TAX EXEMPTION APPLICATION

Name and address:

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Certain properties are exempt from Council Tax although they will continue to have an entry in the Council Tax Banding List. The classifications are as follows:-

**CLASS B      EMPTY DWELLINGS OWNED BY CHARITIES**

(Please phone Leicester 0116 288 8961 option 3, or see website for more information)

**CLASS D      DWELLINGS LEFT EMPTY BY A PERSON DETAINED IN PRISON / HOSPITAL**

An unoccupied dwelling where the person who would be liable to pay the Council Tax is detained in a prison or mental hospital.

**CLASS E      DWELLINGS LEFT EMPTY BY A PERSON LIVING IN A HOSPITAL OR CARE HOME**

An unoccupied dwelling which was previously the sole or main residence of a person whose sole or main residence is now in hospital, a nursing home, a residential care home or a hostel of a defined category.

**CLASS F      DWELLINGS LEFT EMPTY BY DECEASED PERSONS**

Please ask for and complete separate application form for this exemption

**CLASS G      DWELLINGS WHERE OCCUPATION IS PROHIBITED**

An unoccupied dwelling where occupation is prohibited by law. Also applies from 1 Apr 2007 where a planning condition prevents occupancy

**CLASS H      EMPTY CLERGY DWELLINGS**

(Please phone Leicester 0116 288 8961 option 3, or see website for more information)

**CLASS I      DWELLINGS LEFT EMPTY BY PEOPLE NEEDING CARE**

An unoccupied dwelling which, when last occupied, was the sole or main residence of an owner or tenant who now lives elsewhere for the purposes of receiving care.

**CLASS J      DWELLINGS LEFT EMPTY BY PEOPLE PROVIDING CARE**

An unoccupied dwelling which, when last occupied, was the sole or main residence of an owner or tenant who now lives elsewhere for the purposes of providing personal care to another individual.

**CLASS K      DWELLINGS LEFT EMPTY BY STUDENTS**

An unoccupied dwelling which, when last occupied, was the sole or main residence of a student, or a person who became a student within 6 weeks of vacating the dwelling, and where there is no other person liable to pay the Council Tax.

**CLASS M      HALLS OF RESIDENCE**

Occupied dwellings provided predominantly for the accommodation of students and which is owned by an educational or charitable body OR where the institution nominates the majority of occupants.

**CLASS N      DWELLINGS OCCUPIED BY STUDENTS OR SCHOOL LEAVERS**

An occupied dwelling where all the residents are students aged 18 or over, school or college leavers, and/or the spouse or dependant of a student and who is not a British Citizen and is prohibited by law from seeking employment or claiming benefit.

**CLASS O      ARMED FORCES ACCOMMODATION**

Occupied and unoccupied dwellings owned by the Secretary of State for Defence, and used to provide accommodation for UK armed forces, but not for visiting forces.

**CLASS P ACCOMMODATION FOR VISITING FORCES**

An occupied dwelling where at least one of the occupiers, who would be liable to pay the Council Tax, has a relevant association with a visiting force.

**CLASS Q DWELLINGS LEFT EMPTY BY BANKRUPTCY**

A dwelling which is unoccupied and where the person who would be liable is a trustee in bankruptcy.

**CLASS R EMPTY PITCHES AND MOORINGS**

(Please phone Leicester 0116 288 8961 option 3, or see website for more information)

**CLASS S MINORS**

An occupied dwelling where the only resident(s) are under 18 years of age.

**CLASS T UNOCCUPIED ANNEXES SUBJECT TO PLANNING RESTRICTION**

(Please phone Leicester 0116 288 8961 option 3, or see website for more information)

**CLASS U THE SEVERELY MENTALLY IMPAIRED**

An occupied dwelling where the only resident(s) are severely mentally impaired and there is no other persons liable to pay the Council Tax, or any other liable person is a Student, whether or not the Student occupies the dwelling.

**CLASS V ACCOMMODATION FOR DIPLOMATS**

(Please call 0116 288 8961 option 3, or see website for more information)

**CLASS W OCCUPIED ANNEXES**

An application for this exemption can be found on the Council's website on the Council Tax forms Index page.

I/we wish to claim exemption class

with effect from

In respect of the following property:

Mailing Address:

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I/we declare that the information given on this form is accurate, and give permission for the Council to verify it. I/we understand that I/we may be liable to prosecution for knowingly giving false information, and undertake to notify the Council immediately of any change to the information given.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Daytime Telephone No. \_\_\_\_\_

**IF YOU NEED FURTHER INFORMATION OR ADVICE PLEASE CONTACT THE COUNCIL TAX TEAM**

Telephone Leicester 0116 288 8961 option 3.

**If you prefer you may apply online for an exemption by completing a web form at the following address:** [www.oadby-wigston.gov.uk/pages/council\\_tax\\_exemption\\_form](http://www.oadby-wigston.gov.uk/pages/council_tax_exemption_form)