



COUNCIL TAX

WEST OFFICES, STATION RISE, YORK, YO1 6GA
TEL: (01904) 551558 EMAIL: council.tax@york.gov.uk

APPLICATION FOR DISCOUNT

Unoccupied property undergoing major or structural repair

Date of application:

Owner/ Liable person(s):.....

Contact address:.....
.....

A dwelling may be eligible for a 50% discount if it is undergoing major or structural repairs to render it habitable. The dwelling must be unoccupied and substantially unfurnished. The maximum period this discount can be awarded for is 12 months.

This discount is not intended to cover elective works, redecoration or minor repairs. Examples of works which would **not** qualify for this discount include: Redecoration, repair or replacement of a kitchen or bathroom suite, rewiring, plumbing or heating. This discount is also **not** intended to cover property improvements such as extensions or loft conversions.

Address of empty property:.....
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Payment Reference Number:.....

Date work started:..... Expected completion date:.....

Qualifying repairs

The property is currently undergoing: (please tick appropriate box or boxes)

- Major repairs to roof structures
- Rebuilding defective chimney stack
- Rebuilding external walls
- Repairs to foundations
- Replacing solid floors or floor joists
- Property totally gutted including removing most internal walls
- Replacing defective ceiling joists
- Rebuilding defective walls
- Other major repair (please state).....

Description of works

Please provide a description of the works which are to be completed, including relevant timeframes:.....

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(Please provide any further information on a separate piece of paper if necessary)

Supporting documents

I enclose copies of the following to support my application: (please tick appropriate box or boxes)

- Builders reports
- Surveyors reports
- Dated photographs of work
- Receipts for works carried out
- Other (please state)

Please return your application and documents to: Council Tax Department, City of York Council, West Offices, Station Rise, York, YO1 6GA. Alternatively your application can be scanned and e-mailed to council.tax@york.gov.uk

DECLARATION

I declare that the information that is given is, to the best of my knowledge, true and accurate. If the property no longer meets the discount conditions I will notify City of York Council as soon as possible.

Full Name: _____

Signed: _____ **Date:** _____

Contact number and/or email: _____

Criteria used when considering this discount:

A property may be entitled to a discount if it meets the following criteria:

1. The property is currently undergoing major repair work to make it suitable to live in; or
2. Work is underway to make structural alterations and the majority of this work has not been completed.

Repairs and Alterations that DO NOT meet the criteria:

- Plumbing or heating
- Replacement/repairs of bathroom and kitchen or any other fitting/fixtures
- Rewiring
- Timber or damp proof treatments
- Re-Plastering
- Drainage
- Repairs or renewals of services
- Maintenance, e.g. re-pointing, window/door replacement
- Extensions, conservatories or loft conversions
- Redecoration

In Scope Repairs which DO meet the criteria:

- Major repairs to roof structures
- Rebuilding defective chimney stack(s)
- Rebuilding external walls
- Repair/renewal of foundations
- Underpinning substandard foundations
- Replacing defective solid floors
- Replacing defective solid floor joists
- Property totally gutted including removing most internal walls (not stud/partition walls)
- Replacing defective ceiling joists
- Rebuilding defective walls (not stud/partition walls)