



### **Council Tax- Job Related Discount**

A dwelling is job related if it is provided to him or his spouse by reason of his or his spouses employment in any of the following cases:

- a) Where necessary for the proper performance of the duties of the employment that the employee should reside in that dwelling
- b) Where the dwelling is provided for the better performance of the duties of the employment and it is a kind of employment where it is customary for employers to provide dwellings to employees
- c) Where there is a special threat to the employees security, special security arrangements are in place and the employee resides in the dwelling as part of those arrangements.

If the dwelling is provided by a company and the employee is a director of that or an associated company, a) and b) above doesn't apply unless either:

- a) The employment is as a full time working director
- b) The company is non-profit making
- c) The company is established for charitable purposes only

A dwelling is job related if he or his spouse is required under a contract to live in that dwelling.

This doesn't apply if the dwelling concerned is in whole or part provided by a person with whom the person or spouse carries on a trade or business in partnership.

A contract must be at "arms length" and requires the person or spouse to carry on a particular trade, profession or vocation in a property provided by another person and to live in a dwelling provided by that other person.

Please complete the application overleaf and return it together with evidence of employment contract to Revenues & Benefits, The Guildhall, St Giles Square, Northampton, NN1 1DE or scan and e-mail it to [revenueservices@northampton.gov.uk](mailto:revenueservices@northampton.gov.uk)

If you do not have access to a printer please contact Revenues & Benefits and we will send you an application.

Address of property	
Name of Council Tax bill payer	
Council Tax account reference (if known)	
Names of all persons over 18 years occupying the property	
Address of Council Tax payer's main residence	
Name & address of employer and reason why the Council Tax payer is required under contract to occupy the property	

**Please provide a copy of the Council Tax payer's contract of employment**

**Declaration**

The information given on this form is correct. Should I qualify for a discount I understand that I am obliged to inform Revenues & Benefits within 21 days of any change in circumstances which may affect my entitlement to this discount (e.g. if another adult moves in)

Full name.....

Signed..... Date.....

Tel No & E-mail address\*.....

\*this need not be given but may be of assistance when assessing your entitlement to the reduction