



# Application to apply for an exception to the Council Tax Empty Homes Premium

Address of property application relates to:

Council Tax Account Number:

This application form requests details relative to the factors that Westmorland and Furness Council (the Council) will take into account when deciding if an exception to payment of the Council Tax Premium can be granted.

The Council Tax Premium is a 100% increase on the Council Tax set, making the total charge 200% on properties which have been unoccupied and unfurnished for a period of at least two years and a 200% increase on properties which have been unoccupied and unfurnished for a period of at least five years.

Each case will be treated strictly on its merits and all applicants will be treated equally and fairly through administration of the scheme.

**If you need additional space to answer questions please provide on a separate sheet clearly marking the number of the question to which your response relates.**

**1. For those owners who are genuinely attempting to sell or let their property which has been vacant for at least two years:**

(a) Please provide details of any professional advice and assistance that has been obtained.

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*(It is expected that when a property has been vacant for two years a professional agent with specialist knowledge of the locality will have been engaged).*

(b) Have any offers to purchase or rent the property been received?

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If Yes – why were those offers refused?

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*(Written confirmation of the reasons for refusal will be required from a professional agent).*

- (c) Is the sale price or rental in line with recent sale or rental prices for similar properties in the locality?  
(Please provide comparisons and explain reasons if not in line with similar properties)

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- (d) Has the property been put up for sale by public auction? *(Please provide details)*

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**2. For those owners who have purchased and are renovating a property to move into as their main residence that has been vacant for at least 2 years:**

- (a) Please provide full details of the work that is required, outlining the expected date of completion and details of any professional advice or and assistance that has been obtained.

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(b) Is the property to be a second home or holiday let when the work is completed?

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(c) Who will be occupying the property when the renovation work is completed?

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**(3) For those owners who are experiencing particular legal or technical issues which is preventing the sale or letting of the property:**

(a) Please detail the legal difficulty or issue which is preventing the sale or letting of the property.

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(A solicitor's or legal conveyancer's letter should be produced in evidence detailing the reasons preventing sale or letting)

(b) Is a sale or letting being delayed by the actions of a Public Body? If yes, please provide details.

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**I confirm these details are correct to the best of my knowledge and understand that I need to inform the Council within 21 days should the circumstances relating to this exception change:**

Signed:

Date: .....

Please return this form to: **South Lakeland House, Lowther Street, Kendal, Cumbria LA9 4DQ**