



Revenue Services,
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Application for Discount K APPRENTICES

Qualifying Criteria

Any person who meets the following criteria will be disregarded for the purpose of Council Tax Discount.

- o The person must be employed for the purpose of learning a trade, vocation or profession
- o The training given must be under a programme leading to NVQ (Qualifications and Curriculum Authority) or Scot VEC
- o The salary paid must be no more that £195 per week (£160 per week prior to 31st March 2007 and £130 per week prior to 31st March 1998)
- o The salary paid is substantially less than the amount that would be paid when fully qualified.

Council Tax Reference No

Name and Address of Liable Person

Applicants Name.....

Start Date of Apprenticeship: Day Month Year

End Date of Apprenticeship: Day Month Year

Name of Employer:.....

Address of Employer:

.....

Contactable Telephone Number:.....

Council Tax Reference No

North Norfolk District Council (The Council) has a responsibility to manage and store your personal data safely, securely and in compliance with Data Protection Legislation. If you wish to know more about how the Council processes and stores your data, as well as your rights under Data Protection Legislation, please visit our website at the following address:

www.north-norfolk.gov.uk/info/website/privacy-notice/

To read the Council's Data Protection Policy please visit the following address:

<https://www.north-norfolk.gov.uk/tasks/transparency-data/view-data-protection-policy/>

If you are unhappy about how or why the Council holds or is using your personal data, you should contact us in the first instance. Details of how to contact us, as well as the details of the Information Commissioner, can be found at the end our Data Protection Policy.

Declaration of Employer

I declare that _____ is employed by me as an apprentice

and:

a) _____ is employed for the purpose of learning a trade, business, profession, _____ office, employment or vocation.

b) _____ is employed for the purpose of undertaking a programme of training _____ leading to a qualification accredited by the National Council of _____ Vocational Qualifications.

is employed at a salary or in receipt of an allowance or both, which are, in total –

(i) _____ substantially less than the salary he/she would be likely to receive if _____ he/she had achieved the qualification in question; and

(ii) no more than £195.00 per week (£160.00 per week prior to 31 March 2007 and £130.00 per week prior to 31 March 1998).

d) I will notify you if he/she ceases his/her apprenticeship or if his/her circumstances change.

Signature: