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### Application for Exemption F PREMISES LEFT EMPTY FOLLOWING THE DEATH OF THE COUNCIL TAX PAYER

#### Qualifying Criteria

Any premises which:

- Are unoccupied and
- At the date of death the deceased had a Freehold or Leasehold interest in the premises (greater than 6 months) or

At the date of death the deceased had a tenancy of the premises (greater than 6 months) and the estate or executor is liable to pay rent.

The exemption does not apply where the premises are jointly owned by persons other than the deceased.

The exemption starts from the day the premises becomes unoccupied and will last for as long as the conditions are met **but only for a maximum of six months** after the grant of probate or letters of administration have been made.

Council Tax Reference No

Name and Address of Liable Person

1. Has probate/letter of administration been granted? YES / NO
2. If yes, date granted: .....
3. When do you expect to receive probate/letters of administration?  
.....
4. Name and address of the executors:  
.....  
.....  
.....

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5. Is the property furnished? YES / NO
6. If unfurnished, please state the date furniture was removed: .....
7. Does anyone live in the property? YES / NO
8. If yes, please advise the name(s) of the occupant(s)  
.....  
Date moved in: .....
9. Was the deceased the sole owner of the property? YES / NO
10. If no, please advise the name and address of the owner:  
.....  
.....
11. If the property is rented, please advise the date the tenancy ceased: .....
12. The name and address of the landlord: .....  
.....
13. If the property is under new ownership, please advise the name and address of the new owner:  
.....  
.....
14. Date of assent/completion: .....
- Signature: ..... Date: .....

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