# Report a change in your circumstances

Please fill in this form to inform us of changes to your circumstances and send it to:

Revenues Team

Date:

Council tax account number:

|  |  |
| --- | --- |
| **Details of applicant** |  |
| Full name |  |
| Address and postcode |  |
| Contact telephone number |  |
| Date of change |  |
| Details of the change - (please continue on a separate sheet of paper if necessary) | |
|  | |

Council Offices, High Street,   
Coleford, Glos GL16 8HG

## Declaration (Please read the declaration carefully before you sign it.)

I declare that the information I have given is complete and accurate to the best of my knowledge. I understand that the Council may check the information I have provided.

I am aware that should a discount be incorrectly granted on the basis of the information I have provided and I fail to inform the Council of this fact, then I may be liable to a fine of up to £280.00. I undertake to notify the Council of any changes to the information I have provided.

Your signature……………………………………………………… Date…………………………...