



## TREASURY SERVICES

Number One Market Street, Nelson, Lancashire, BB9 7LJ.

Telephone: (01282) 661818

Ask for: Council Tax

Email [council.tax@pendle.gov.uk](mailto:council.tax@pendle.gov.uk)

Web: [www.pendle.gov.uk](http://www.pendle.gov.uk)

Name and address of council tax payer

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.....  
.....

Council Tax reference number .....

### Application for Council Tax Discount / Exemption – Student

Before the discount / exemption can be granted, I require the following information.

1. How many people over 18 years old live at your address, including yourself?
2. The original student certificate from the educational establishment where you attend. The certificate, which will be issued to you by the Student Registration Officer, must contain:
  - a) the name and address of the establishment.
  - b) the full name of the student.
  - c) date of birth.
  - d) a statement that the student is following a full-time course of education.
  - e) the start and end date of the course.

Please note that a photocopy of the student certificate is not acceptable.

Please send the above information to the address at the top of this letter.

Yours faithfully

Local Taxation Section