

**COUNCIL TAX DISCOUNT APPLICATION  
YOUTH TRAINING TRAINEES**

Name

Account no.

Address

(this is shown on your Council Tax bill)

**IMPORTANT INFORMATION – PLEASE READ THE NOTES BELOW BEFORE FILLING IN THIS FORM:**

An adult who is a Youth Trainee will not be counted when working out the Council Tax bill.

A discount of 50% will apply when a Youth Trainee lives alone. A discount of 25% will apply where all but one of the adults living in a property are a Youth Trainee. There will be no discount if 2 or more adults who are not Youth Trainees live in a property (unless they fall into another discount class). An adult is someone who is aged 18 or over. For example:

- 1 adult lives in a property and is a Youth Trainee = 50% discount
- 2 adults live in a property. 1 adult is a Youth Trainee = 25% discount
- 3 adults live in a property. 1 adult is a Youth Trainee = 0% discount

To be classed as a Youth Trainee for Council Tax a person must be:

- 1) Under the age of 25, and
- 2) Receiving training under the Employment and Training Act 1973, and
- 3) The training is funded by the Secretary of State under Section 14 of the Education Act 2002 or the Chief Executive of Skills Funding.

If you wish to apply for the Youth Trainee discount please complete the details on the back of this form.

Yours sincerely



Strategic Director and Borough Treasurer  
Resources and Digital

**WHERE SHOULD I SEND MY COMPLETED FORM?**

**Return by post to:** Gateshead Council, Council Tax Section, Civic Centre, Regent Street, Gateshead NE8 1HH

**Return in person to:** Council Tax Reception Desk at the Civic Centre

Alternatively scan and email your completed application to counciltax@gateshead.gov.uk

## COUNCIL TAX DISCOUNT APPLICATION – YOUTH TRAINING TRAINEES

I can confirm that the information I am about to provide is correct. I understand that any discount will only be awarded on the basis of my current circumstances. I will inform Gateshead Council of any change within 21 days of the change happening. I understand that if I fail to report such a change a fixed penalty may be imposed on me and I will have to repay any overpaid discount.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Telephone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

In accordance with Data Protection Law, Gateshead Council may use any information you give us to prevent or detect fraud or other crimes. Gateshead Council may also share information with other Council Services or public organisations if required by Law to do so.

**1. NUMBER OF RESIDENTS** – Please tell us the names of all people (including yourself) over the age of **16** who usually live in the property.

Full Name	Date of Birth	Are They A Youth Trainee? Yes / No

**2. YOUTH TRAINEE DETAILS** – Please tell us details of the Youth Trainee(s) and their Employer.

Name of Youth Trainee	Name and Address of Employer

**3. CONFIRMATION FROM EMPLOYER** – Please ask Youth Trainee`s Employer to provide the following details:

I confirm that the person(s) named in Part 2 above is employed by (employer name) \_\_\_\_\_ as a Youth Trainee. They are receiving training under the provisions of the Employment and Training Act 1973 and the training is funded by the Secretary of State under Section 14 of the Education Act 2002 or the Chief Executive of Skills Funding.

**Training Start Date:** \_\_\_\_\_ **Expected Training End Date:** \_\_\_\_\_

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position in Company: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Official Stamp of  
Employer: