

# Council Tax



ABERDEEN  
CITY COUNCIL

[www.aberdeencity.gov.uk/counciltax](http://www.aberdeencity.gov.uk/counciltax)

Name.....  
.....  
.....Postcode .....

Telephone.....

Council Tax Account no.

## Application for Student Property Exemption

### Please read this form carefully

There are three categories of exemption for student properties. To qualify for one of these exemptions the following conditions must be met:

- 1. Occupied solely by students:** must be undertaking a full-time course of education at a recognised educational establishment in the European Union. If a student's spouse or dependant is not a British Citizen and lives in the property they may also qualify for exemption. Please note they must have "no recourse to public funds" or not be permitted to work in the UK.
- 2. Unoccupied but previously occupied by at least one student:** must have been undertaking a full-time course of education at a recognised educational establishment in the European Union. *This exemption is for a maximum period of 4 months and can only be claimed by the landlord and will only be granted if the property is to be re-occupied by students.*
- 3. Unoccupied but owned/leased by student living elsewhere:** must be undertaking a full-time course of education at a recognised educational establishment elsewhere in the European Union.

Any application for exemption must be made by the person who is liable to pay the Council Tax for the property. If you wish to apply for any of the above exemptions please complete this form in **BLOCK CAPITALS** using black ink. This form has been designed to be easy to understand and simple to complete. If you have any difficulty with any part of the form or if you require further details, we would like to help you. Please contact Revenues and Benefits by telephoning Customer Services on 08456 080921 or 01224 219283 (lines are open Monday to Friday 8am to 6pm), emailing us on [counciltax@aberdeencity.gov.uk](mailto:counciltax@aberdeencity.gov.uk) or by writing to us at the address overleaf.

### Information about the property

Address at which exemption is being claimed (including flat location) .....

..... Postcode .....

Council Tax account number (if known)

Landlord's Name and Address .....

.....

Telephone number ..... Landlord's email address .....

Which exemption category does the property fall into (see above, i.e. 1, 2 or 3)      1     2     3   
Tick as appropriate

For categories 2 and 3, from which date did the property become unoccupied

Please complete the details requested overleaf regarding the current occupants of the property. If the property is now unoccupied, please give details of the former occupants.



