

Revenues and Benefits
PO Box 238
Stanley
County Durham
DH8 1FP

Tel: 03000 264 000
On Line: www.durham.gov.uk/counciltax
Email: help@durham.gov.uk
Account Ref: 3611613972



Name
Address

Date

Dear

THIS IS A COUNCIL TAX CHANGE OF CIRCUMSTANCES FORM IN RESPECT OF:

Name of persons to whom change of circumstances refer:

| | | | |
|-------------------------|-------|-------------------------|-------|
| Partner (1): | | Partner (2): | |
| Current address of (1): | _____ | Current address of (2): | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |

Date of actual separation: _____

Have legal proceedings started? Yes/No: _____ If Yes, please provide confirmation from your solicitor.

If No, and you are the partner remaining at the property, please confirm the following:

Are partners (1) & (2) joint owners/tenants of the above-mentioned property? Yes/No: _____

If not, who is the owner/tenant? _____ Tenancy end date: _____

Has the ownership/tenancy of the property been transferred into a sole name? Yes/No: _____

If Yes, please state date transferred _____ and send confirmation.

Are you in receipt of Income Support in your own right?: Yes/No: _____

How many people aged over 18 years are now resident in the property? _____

What is the nature of their absence and when do they intend to return? _____

If you are the partner who has left the marital home, please confirm the following:

Your residential status at your current address i.e. owner occupier, tenant, resident etc: _____

If you are a tenant, please state the length of your tenancy agreement: _____

Corporate Resources

Durham County Council, Revenues and Benefits, PO Box 238, Stanley, Co Durham,
DH8 1FP

Donald McLure CPFA
Corporate Director of Resources
www.durham.gov.uk



Signature:

Contact telephone number:

(You do not have to provide this, but it will assist us if we need to contact you)

Date:

Name of Person Completing
the Form: