



Council Tax Reduction Appeal Enquiry Form (Appellant)

Please complete in block capitals and return this form to us within two weeks

Appeal number

Question 1

Do you want to continue with your appeal?

Yes please go to Question 2

No please go to the bottom of page 2, enter your name and return the form to us. We will then treat your appeal as withdrawn

Question 2

If you have a representative, please give us their name and contact details.

If you choose a representative after you return this form, you can send their details later.

Name:

Address:

Postcode:

Phone number:

Email address:

Question 3

Do you want to have a hearing of your appeal, where you (or your representative if you have one) can meet the Tribunal and put your case?

Yes Please go to Question 4 and answer Questions 4 to 8

No We will arrange a hearing but the appeal will be heard without you being there, if the Tribunal agrees there is enough evidence to consider.
Please go to the bottom of page 2, enter your name and return the form to us.

Question 4

If you have chosen to attend a hearing, we will usually give you at least six weeks' notice of the date of the hearing.

Please tick this box if you are able to accept shorter notice. We may be able to arrange your appeal more quickly, for example if another appeal is cancelled.

Question 5

If you have chosen to attend a hearing, please tell us if there are any regular days of the week or dates (for example because of hospital appointments or holidays) when you would **not** be able to come to a hearing.

Question 6

Do you need an interpreter?

Yes

No

If you have ticked Yes, we will arrange for an independent interpreter to be available at the hearing. Please tell us what language and dialect you use.

Language

Dialect

Question 7

Do you need a signer?

Yes

No

If you have ticked Yes, we will arrange for an independent signer to be available at the hearing.

Question 8

Please tell us about any special needs you have for the hearing venue, such as hearing loops, a palantypist or disabled access.

Signature

Date