



Civic Centre
Rickergate
Carlisle
Cumbria CA3 8QG
Telephone 0300 373 3730
cumberland.gov.uk

Please ask
for: Revenues Section
E-mail: customerservices@cumberland.gov.uk

CTAX Ref:

Notification of Persons moving Permanently into Hospital or a Residential Home

Part A - Details of person moving into a Hospital or Residential Home:

Name:

.....

Part B - Details of the property the person has left:

	YES	NO
Is the property still occupied? (please tick)	<input type="checkbox"/>	<input type="checkbox"/>
Do you own the property you have left?	<input type="checkbox"/>	<input type="checkbox"/>
Were you the tenant of the property you have left?	<input type="checkbox"/>	<input type="checkbox"/>

If you were the tenant, what is the name and address of the Landlord?

.....

If the property is still occupied, please give the name(s) of the resident(s) aged 18 or over:

.....

Part C - Details of Hospital/Residential Home:

Name and address of Hospital/Residential Home:

.....

Date of admission:

Does the person named in part A have their main residence in the hospital/residential home?

Part D - Declaration:

I declare that the information given on this form is true to the best of my knowledge and belief.

Signature of applicant:Date:

Address (if different):.....

Important - if an exemption is granted, you must notify the Council within 21 days if the property becomes occupied again or is sold.

Would you like to receive any future bills by e-mail? Yes/No (please circle as appropriate)

If yes, please give your e-mail address

You can return your reply to Freepost REVENUES AND BENEFITS SERVICES. Please write this on the envelope in the above format (Capitals), no address is needed.