

## Council Tax – Household Change Increase

This application should be completed if the number of individuals 18 years old or over living in your property has increased. This is because someone has moved in with you or someone already living in the property is now 18 years old.

**Complete this application in full, sign the declaration and submit it online at <https://www.eastrenfrewshire.gov.uk/household-change>**

It may be the additional adult(s) should be excluded from Council Tax for a variety of reasons, such as, if they are a student or an apprentice. To see if you qualify for a discount and apply go to [www.eastrenfrewshire.gov.uk/council-tax-discounts-and-exemptions](http://www.eastrenfrewshire.gov.uk/council-tax-discounts-and-exemptions).

### Section 1 – Liable person

A liable person is the person responsible for the bill.

**Full name**

**Property address**

**Email address**

**Telephone number**

### Section 2 – Resident 1

**Full name**

This is the full name of the resident that has moved in.

**Date of birth**

**Date moved in/turned 18**

This is the exact date they moved in or turned 18.

**Relationship to householder**

What is their relationship to owner of property?

**Previous address (if applicable)**

This is the previous address of the resident who has moved in.

## Section 2b – Resident 2

### Full name

This is the full name of the resident that has moved out.

### Date of birth

### Date moved in/turned 18

This is the exact date they moved in or turned 18.

### Relationship to householder

What is their relationship to owner of property?

### Previous address (if applicable)

This is the previous address of the resident who has moved in.

### Number of adults living in property

The number of adults living in the property after the household change.

### Declaration

I declare the information on this form is true and complete and I authorise East Renfrewshire Council to verify the details. If there is a change in my circumstances and exempt status no longer applies, I will notify East Renfrewshire Council within 21 days. I accept failure to provide this information is an offence, which may result in a fine of £50 and £200 for each subsequent offence. I understand this information may be shared with other councils or organisations that handle public funds for the purposes of preventing and detecting fraud.

### Signature of liable person