

## Property owner's permission for disclosure of Council Tax Information to an agent or third party

Please use this form if you are a landlord and wish to permit a third party such as an estate agent or solicitor to make enquiries about Council Tax for a property you own.

Name of owner: Mr / Miss / Mrs / Ms (delete as appropriate)

First name \_\_\_\_\_

Last name \_\_\_\_\_

Address of property. (Use separate forms for any additional property)

Address line 1 \_\_\_\_\_

Address line 2 \_\_\_\_\_

Address line 3 \_\_\_\_\_ Post code \_\_\_\_\_

Contact phone number

\_\_\_\_\_

Email address

\_\_\_\_\_

Current Council Tax account number if known:

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of agent (company or individual) who may make enquires

\_\_\_\_\_

**DECLARATION:** I permit the party named above to enquire about all aspects of the current and any subsequent Council Tax accounts for this property. This permission is valid until I notify Sandwell Council that it has been withdrawn. I understand that I may withdraw this permission at any time.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

THIS PERMISSION DOES NOT COVER ACCOUNTS HELD IN THE NAMES OF ANY OTHER PERSONS (E.G. TENANTS) AT THIS ADDRESS.

Please return this form by post to  
**Sandwell MBC Revenues**  
PO Box 10597, Nottingham, NG6 6DQ