Council Tax Department

Newcastle under Lyme Borough Council

Castle House

Barracks Road

Newcastle under Lyme

Staffordshire

ST5 1BL

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Date: |  |
| Your Full Name: |  | Property Ref: |  |
| Your Current Address: |  | Account Ref: |  |
|  |  | Benefit Ref: |  |

**NOTIFICATION OF DEATH**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Deceased: |  | | |
| Date of Death: |  |
| Address: |  | | |
| Death Certificate Requested? | | Yes  No  ‘Tell Us Once’ | |
| Is the property still occupied? | | Yes  No | |
| If yes, by whom? |  | | |
| Do you wish to apply for Single Persons Discount? | | Yes  No | |
| Owners Name and Address: | | | Next of Kin Name and Address: |
|  | | |  |

**INFORMANT**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | | Signature | |
| Tel: | Email: | | Date: |

**Please upload completed form to:** <https://www.newcastle-staffs.gov.uk/benefitsdocumentupload>

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