

Please complete and return this form to:
 Revenues, Benefit & Customer Services
 District Council House, Frog Lane,
 Lichfield, Staffordshire, WS13 6YX

Your Name:
 Your Address:

Web Download
 Customer Services: 01543 308900
 Email: Revenues@LichfieldDC.gov.uk

Council Tax & Business Rates refund application

Account reference number:

Address for which refund is claimed:

- If the account in credit is in the name of more than one person, we will require written consent from all parties named on the bill to make payment in one name only.
- If you wish the payment to be made to a party other than that named on the account, please provide written authorisation or evidence you are entitled to do so.
- If you have any outstanding debt to the council, (including Housing Benefit Overpayment, Sundry Debtors Invoice, Council Tax or Business Rates) any credit will be transferred to this debt.

If you would like the refund paid by BACS, please supply your bank details

Sort Code	Account Number
<input type="text"/>	<input type="text"/>
Name on bank account: <input type="text"/>	

Please complete below if you would like a cheque

Name of payee for refund	<input type="text"/>
Address to which cheque should be sent if different from above:	
<input type="text"/>	

To claim your refund, please sign and date below

Signature	<input type="text"/>	Date	<input type="text"/>
Print	<input type="text"/>	Contact number	<input type="text"/>

Signature	<input type="text"/>	Date	<input type="text"/>
Print	<input type="text"/>	Contact number	<input type="text"/>

