



# Hertsmere Borough Council

Return to:  
Revenues Department  
Civic Offices  
Elstree Way,  
Borehamwood  
Herts  
WD6 1WA

## **INFORMING COUNCIL TAX OF A MOVE INTO HERTSMERE BOROUGH COUNCIL**

Your name	
Property address	
Telephone number	
E-mail address	
Will you be the only adult over the age of 18 in the property?	

<b>Please complete the following if you are the new Owner:</b>	
Completion date	
Previous owners name and new address	
Your previous address	

<b>Please complete the following if you are the new Tenant:</b>	
Tenancy start date	
Landlord's name and address	
Furnished or Unfurnished let	
Previous address	

<b>Date of Occupation if different from above</b>	
If unoccupied, what is your contact address?	

<b>FULL NAMES of all adult residents moving into the property (over the age of 18)</b>		
Title	First name	Surname

**DECLARATION:** I declare that the information above is accurate. I am aware that I may be liable to a penalty for failure to provide information, or for providing false information.

Signature		Date	
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