

Nicola Hesketh  
Project and Information CoOrdinator

**Our Ref: FOI4178/NH/02**  
**Please ask for: Nicola Hesketh**  
**Direct dial: 01827 709 587**  
**E-mail: FOImailbox@tamworth.gov.uk**

[name redacted]  
AJR Management Ltd  
20 Eastgate Business Centre  
Eastern Avenue  
Burton on Trent  
DE13 0AT

31<sup>st</sup> October 2016

Dear [name redacted]

### **Freedom of Information – Request for Information**

With regards to your recent enquiry for information held by the Authority under the provisions of the Freedom of Information Act. Please find the information you requested below with reference in the box to your original enquiry for clarity where multiple answers are required.

#### **Details of Your Request**

*Good afternoon,*

*Please can I ask what your exemption periods are for empty properties?*

*Please can I also ask you the best email address to send change of occupiers to?*

#### **The response to your request as follows:**

**100% discount for first two months property is empty & unfurnished**  
[counciltax@tamworth.gov.uk](mailto:counciltax@tamworth.gov.uk)

#### **IMPORTANT NOTICE ABOUT USE OF INFORMATION PROVIDED UNDER THE FREEDOM OF INFORMATION ACT (FoIA)**

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This council also believes in transparency of information, this includes requests made under the Freedom of Information Act and the Environmental Information Regulations and we reserve the right to publish these requests in our Disclosure Log along with the response, the requestors name and/or company where the information is requested on a regular basis. Care shall be taken not to publish your email address or physical address where it is considered personal information as defined under the Data Protection Act 1998.

Project and Information Coordinator,  
Tamworth Borough Council,  
Marmion House,  
Lichfield Street,  
Tamworth,  
B79 7BZ

Details of Tamworth Borough Council's internal review and complaints procedure are attached, in accordance with the provisions of the Act.

Yours Sincerely

Nicola Hesketh  
Project and Information Coordinator