

IMPORTANT PLEASE READ

You can avoid further action by paying in full - by Debit or Credit card anytime on 0845 155 6000 or by cash at the Docks Offices between 9.00am and 5pm Mon – Fri.

If you do not contact us ...

Your case will be forwarded to the Enforcement Agents for collection without any further notification.

This will **immediately** add **£75.00** on to your account and in some cases the loss of your possessions. This could include your car, TV, DVD players, stereo, computers or games consoles and items of furniture. If the Enforcement Agents are unsuccessful in collecting the full amount from you this could lead to the ultimate sanction of committal to prison.

If you cannot pay in full contact us, we can offer the following help ...

A payment arrangement – contact the Revenues team immediately on 01452 396495 to negotiate a payment arrangement. You will be asked to provide your work or benefit details in order to set this up. As long as you pay as agreed these details will not be used.

Deductions from your benefit - We can apply to the Department for Works and Pensions to deduct payments straight from certain benefits and send them directly to us. Contact us immediately on 01452 396495 to find out more details about this.

Attachment to your Earnings. We can demand that your employer deducts payments from your wages and sends them straight to us. The amounts that will be deducted have been set by the Government and are a percentage of your net earnings. For more details contact us on 01452 396495

Other help and advice ... You may be able to get debt advice or help in reducing your bill but this will not always stop action on your council tax so please keep us informed by telephoning **01452 396495**

Council Tax Support - You can apply online at www.gloucester.gov.uk/benefits
Or you can discuss an existing claim by phoning 01452 396440

Visit www.adviceglos.org.uk to find organisations providing free legal and financial advice in Gloucestershire or telephone.

Gloucester Citizens Advice Bureau –01452 527202

Gloucester Law Centre – 01452 423492

GL Communities –01452 505544 (*for people living in the Matson, Podsmead or White City areas*)

Gloucester City Revenues & Benefits, PO Box 2017, PERSHORE, WR10 9B

T: 01452 396495 • E: revenues@gloucester.gov.uk • www.gloucester.gov.uk

