

## SCHEDULE 3

### PART I

#### INFORMATION TO BE SUPPLIED WITH COMMUNITY CHARGE DEMAND NOTICES

**14.** Where the notice concerned is given in respect of a personal community charge, a general indication as to the circumstances in which an entitlement to community charge benefit may arise and as to how it may be claimed and the manner in which it is given, together with information (including an address and telephone number) as to the officer of the Common Council to whom enquiries concerning its availability may be directed.