

## SCHEDULE 12

### **All applicants: matters that must be included in an authority's scheme — procedural matters**

#### **PART 1**

##### Procedure for an application for a reduction under an authority's scheme

##### **Procedure by which a person may apply for a reduction under an authority's scheme**

2. An application may be made—
  - (a) in writing,
  - (b) by means of an electronic communication in accordance with Part 4, or
  - (c) where the authority has published a telephone number for the purpose of receiving such applications, by telephone.