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STATUTORY INSTRUMENTS

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**1993 No. 355**

**The Council Tax (Alteration of Lists and Appeals) (Scotland) Regulations 1993**

**PART II**

**ALTERATION OF VALUATION LISTS**

**Manner of making proposals and information to be included**

- 6.—(1) A proposal shall—
- (a) be made in writing;
  - (b) state the name and address of the person making it, and the capacity in which he does so;
  - (c) identify the dwelling to which it relates;
  - (d) identify the manner in which it is proposed that the list be altered and the date from which it is proposed that the alteration have effect;
  - (e) include a statement of the reasons why the person making the proposal believes that the list should be altered; and
  - (f) where it is a proposal which, but for any appeal decision which is a relevant decision in respect of the dwelling to which the proposal relates, would be out of time in terms of regulation 5, identify that appeal decision.
- (2) Every proposal shall be served on the assessor.