



APPLICATION FOR REMISSION OF FEES FOR 2025/2026

It is a Council requirement to have Proof of Benefit. If you wish to apply for a reduction in charges please complete this form in full and return with your proof of benefit. Please note that renewed proof is requested each year and the proof supplied must relate to the current financial year. Please ensure that you sign and date the form.

Surname of Pupil: ..... Forename(s) of Pupil: .....

Address: .....  
.....

Postcode: ..... Tel No:.....

A full remission can be given if you fulfil the following criteria – lessons will be free. Parents are in receipt of one of the following (please tick the box beside the benefit that applies to you):

- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided you are **not** entitled to Working Tax Credit and have an annual income, as assessed by the Inland Revenue, that does not exceed £16,190
- Pension Credit, provided they receive the **Guarantee** element and are **not** entitled to Working Tax Credit
- Child in Care (This child is in the care of the Local Authority and has a social worker)

A **25% remission** can be given if you are in receipt of Child Tax Credit and Working Tax Credit and your joint family income is below £16,190.

Please tick the box if you qualify for a 25% remission in fees

*Telford and Wrekin Council have agreed that the national indicator of low joint income (£16,190) should be used as the criteria for accepting Child Tax Credit for the remission of Music Service charges. The form we require is a TC602 issued by HM Revenue and Customs. Within this form there will be a sentence stating the total income that has been used to assess your tax credits.*

Please supply a copy of **all** pages of your proof of benefit, not an extract, and attach to this form. If you are unable to supply your proof of benefit at the time of application please enclose the full payment and contact the office in order to arrange for the money to be credited against a future invoice once proof of benefit has been supplied. Please note that we do not backdate remissions unless this has been agreed in advance with the Finance Department.

This information will be kept fully confidential between you and the Music Service.

**I confirm that the joint family income of myself and my partner/husband/wife is less than £16,190 per year.**  
**I confirm that the above information is correct and that I am eligible for a reduction of fees for instrumental lessons.**

Signed \_\_\_\_\_

Date: \_\_\_\_\_

**You are reminded that it is an offence to claim benefits to which you are not entitled**