

# COUNCIL TAX APPLICATION FOR PERSONS IN DETENTION DISCOUNT

*Please read the Guidance Notes and Data protection Statement before completing this form*

For the purpose of calculating the number of residents in a dwelling, persons over the age of 18 who are in detention are disregarded for Council Tax discount and exemption purposes.

1. APPLICANT

Name.....

Address.....

.....Reference Number.....

2. Please enter the details of the individual(s) who you consider qualifies under the definitions shown in guidance notes below.

SURNAME	FORENAMES (in full)	ADDRESS OF PLACE OF DETENTION	DATE OF DETENTION

DECLARATION

I declare that the information above is true and complete to the best of my knowledge. I undertake to notify the Council immediately if I believe that I am no longer eligible for a reduction in respect of the application.

Signature of Applicant.....Date.....

## **GUIDANCE NOTES**

### **STATUS DISCOUNT: PERSONS IN DETENTION**

A person who is detained under an order of a civilian court or under the Immigration Act 1072 or the Mental Health Act 1973 will be disregarded and this will continue where a person is temporarily discharged.

However, where a person is detained for non-payment of:

- council tax

**OR**

- a fine

They will not be disregarded for discount purposes..

#### **DATA PROTECTION STATEMENT**

Your personal information will be held and used in accordance with the requirements of the Data Protection Act 1998.

This Authority is under a duty to protect the public funds that it administers and, to this end, may use the information you have provided on this form within this Authority for the prevention and detection of fraud. It may also share this information with other bodies administering or in receipt of public funds, solely for these purposes.