

Account Reference:

Date:

Application Form for a Council Tax discount - Detainee

Please ensure you have read the guidance notes supplied before completing and returning this form.

Full name of detainee:

Address of place
of detention:

Prisoner Number (if applicable):

Date taken
into custody:

Anticipated
release date:

Address of property:

Full names of residents
Over 18 remaining in
The property:

Number of residents over 18 remaining in property:

I declare the information given above is correct to the best of my knowledge. I will advise the Council within 21 days of any change of circumstances affecting my entitlement, or if responsibility for the property passes from me.

Signature:

Date:

Telephone:

Email:

Privacy notice

How we will use your information

Your information will be used so that we can administer your account and collect Council Tax from you in accordance with the Local Government Finance Act 1992. Under Article 6(1) (e) of the General Data Protection Regulation, we are permitted to use data for our tasks; data Protection law describes this legal basis for handling your information. It will be used by Hinckley & Bosworth Borough Council and our partners to deliver and improve services and fulfil our statutory duties. We will not disclose any personal information to any other third parties unless required or allowed to do so by law. For more about how we use personal data, visit www.hinckley-bosworth.gov.uk/privacy (opens in a new window or tab).

Detainee - Council Tax Guidance Notes

What criteria is needed to qualify for this discount?

A person must be detained

- a) In prison, hospital or any other place by order of a court;
- b) Under the Immigration Act 1971 or;
- c) Under the Mental Health Act 1983

A person would not qualify if they are detained

- a) For the non-payment of Council Tax or;
- b) For default in payment of a fine

What reduction will I receive?

If there are two or more adults and one detainee there is no discount.

If there is one adult and one detainee there is a 25% discount.

If there is one detainee there is 100% discount.

Who should complete the application form?

The person named on the bill.

What additional information do I need to supply with my application form?

None.

What should I do about paying my Council Tax in the meantime?

The bills previously issued must be regarded as correct and due for payment as requested.

What should I do when the detainee is released?

Notify the Council within 21 days of the change occurring.

What should I do if the detainee should no longer be associated with this property?

Notify the Council within 21 days of the change occurring.

When will my discount start?

It will start from the date the detainee was taken into custody.

If you have any other queries regarding this discount please contact the Council Tax Billing Section on 01455 238141 or write to us at the Revenues & Benefits Service, PO Box 10004, Hinckley, LE10 9EJ