

# COUNCIL TAX – PERSON IN DETENTION DISREGARD

Please fill in this form and return it to: Rother District Council, Post Handling Service, P.O Box 10665, Nottingham, NG6 6DZ

Telephone: (01424) 787000 Fax: (01424) 787755

E-mail: [revenuesandbenefits@rother.gov.uk](mailto:revenuesandbenefits@rother.gov.uk)

Web: [www.rother.gov.uk/counciltax](http://www.rother.gov.uk/counciltax)



To:	Council Tax account number:
	Property address this form relates to:

**Please read the information over the page before you fill in your application.**

You should complete the details below in respect of the person you wish to be disregarded and ensure the declaration is completed by the relevant establishment.

The name of the person in detention

The place (or places) of detention (please give the full name and address)

The date they were first taken into custody

The date they are expected to be released

Prison number

**Declaration - I declare that the details stated in this application are true and accurate to the best of my knowledge and belief.**

Signature (on behalf of prison etc)

Name of Signatory

Date

Authorising stamp of establishment:

**Any changes in circumstances should be notified to the council within 21 days.**

## **COUNCIL TAX – PERSON IN DETENTION DISREGARD**

### **When is an exemption possible?**

If the property is unoccupied because the person who used to live there has gone into detention, you may apply for an exemption from Council Tax. This means that no-one has to pay Council Tax for that property.

### **When is a discount possible?**

Council Tax is normally charged on the assumption that two or more people aged 18 or over live in a property.

If there is only one adult living there, they can apply for a single person's discount of 25%. However, if anyone aged 18 or over is in detention and without them there is only one adult living in the property, you may apply for the same 25% discount.

### **What does 'detention' mean?**

A person is in detention if they are:

- in prison, hospital or any other place under the order of any court of the United Kingdom, or a Standing Civilian court set up under the Armed Forces Act 1976;
- detained under paragraph 2 or schedule 3 to the Immigration Act 1971;
- detained under the Army Act 1955, the Air Force Act 1955 or the Naval Discipline Act 1957; **or**
- detained under part 2 of sections 46, 47, 48 and 136 of the Mental Health Act 1983

We will not grant this reduction if the person concerned is serving a prison sentence for not paying fines or Council Tax.

This information can be made available in large print, Braille, audio/CD or in another language upon request.

Please telephone: 01424 787000

Email: [revenuesandbenefits@rother.gov.uk](mailto:revenuesandbenefits@rother.gov.uk)

### **Data Protection Act – How we collect and use the information you give us.**

We must protect the public funds we handle and so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information, for the same purposes, with other organisations which handle public funds.