



Guildhall
Marshall's Yard
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PERSONS IN DETENTION DISCOUNT

The full Council Tax is made up of a property element (50%) and a person element (50%). The full charge assumes that there are two (or more) adult occupiers and if there is only one adult occupier a discount of 25% may be claimed.

Certain people are 'disregarded' for Council Tax purposes – that is they are treated as if they are not resident, which can result in a discount.

A person normally resident in the property but who is in **PRISON** will be disregarded if they are detained:

- ◆ in a prison, hospital or other place by an order made by a UK Court (Those serving sentences for non payment of fines or Council Tax will not qualify to be disregarded).
 - ◆ under the Immigration Act 1971 or the Mental Health Act 1983 or the Mental Health (Scotland) Act 1984.
 - ◆ under a warrant issued under the Repatriation of Prisoners Act 1984.
- OR** they are detained, imprisoned or in Custody under:
- ◆ the Army Act 1955, Air Force Act 1955, or the Naval Discipline Act 1957, **AND**
 - ◆ are in custody for more than 48 hours and are not in custody under open arrest.

Please complete this form in full as West Lindsey can only use the information provided by you. Should you have any queries, require further information or have difficulty reading this form, please contact West Lindsey at the above address, or visit our other Council office at Market Rasen.

Data Protection – We are asking for this information in accordance with the provisions of the Council Tax (Administration & Enforcement) Regulations 1992 (Reg. 3) and the Data Protection Act 1998, S.29. It will be used to help us determine your liability for and collect your Council Tax. It may be shared with other sections of this Council, with other Councils and with other public bodies to determine eligibility for Housing Benefit, liability for Council Tax, to collect Council Tax, to assess and collect other Taxes and Duties, to help detect and prevent fraud, to help detect and prevent crime and to carry out public duties.

IN ORDER THAT A DISCOUNT CAN BE CONSIDERED, PLEASE PROVIDE THE FOLLOWING INFORMATION, COMPLETING THIS FORM IN BLACK INK.

The total number of adults aged 18 years and over who live in this property:

Full name of prisoner:

Name and address of Detention Centre

Date remanded in Custody by a Court

Anticipated release date

Prison Number

Please note, a person who is in police custody before his/her first court appearance or who is detained in prison for non-payment of the Council Tax or non-payment of a fine, will be considered as still resident in the dwelling and will be counted when looking at the number of adult residents in a property when deciding whether a discount should be given.

DECLARATION AND SIGNATURE

WARNING: Deliberately giving false information could lead to prosecution

I declare that the information I have given on this form is complete and accurate to the best of my knowledge and I understand that West Lindsey District Council may check the information given.

Signature

Date

Full name in capitals