

# Council Tax Discount Application Form

Contact: 01395 517447

Reference:



East Devon District Council  
Council Offices  
Knowle  
Sidmouth  
Devon  
EX10 8HL  
Tel: 01395 516551  
DX 48705 SIDMOUTH  
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Issued:

Please return form as soon as possible.

Fax: 01395 517414

## Persons in Detention Disregard Discount Application

Please read the notes overleaf before completing this form.

Full name of detained person:

  

Property Address (if different from above):

  

Total number of adults resident in the property:

Name and address of place of detention:

  
  
  
  
  

Date taken into custody:

  
  

Anticipated date of release:

**Please complete following declaration. If you are signing on behalf of the person detained please state your relationship to that person.**

I declare that the information on this form is correct and understand that providing false information is an offence. I undertake to notify you within 21 days of any change of circumstances.

Signed:..... Dated: .....

Relationship to applicant: ..... Contact phone no: .....

**Data Protection:** The information you provide may be recorded on a computer and held in accordance with the Data Protection Act 1998. When collecting personal data for council taxation purposes, that information may also be processed for electoral registration. If you want to know what information is held about you or the way we use your information, please contact the Data Protection Officer at East Devon District Council.

## **Guidance Notes**

### **If you need more help please ring the contact telephone number overleaf**

A full council tax bill is based on two adults living in a house. However, it is possible to disregard (not count) certain people.

We will not count some one if they are –

- Detained in prison, hospital or some other place by order of a Court
- Detained pending deportation under the Immigration Act 1971
- Detained in a place of safety under the Mental Health Act 1983

But a discount will not be granted –

- If the person is detained for non-payment of council tax or for default in paying a fine
- Whilst the person is being held in police custody until being remanded in custody by a court