

**COUNCIL TAX DISCOUNT – PERSONS IN DETENTION**

Only the person liable to pay the Council Tax should apply for the discount.

**DETAINED PERSON'S DETAILS**

Surname .....

Forename(s) .....

Home Address .....

.....

Total number of adults (including the above) resident at this address .....

Name & Address of place of detention .....

.....

.....

Prison Number .....

Date taken in to custody .....

Anticipated date of release .....

Is the person detained for non-payment of fines or Council Tax? .....

**APPLICANTS DECLARATION**

I confirm that the information given on this form is true and accurate and I will notify the Council immediately if I believe that I am no longer eligible for a discount.

Name .....

Address .....

.....

Signed ..... Date .....

The completed form should now be forwarded to the Governor of the place of detention.

**GOVERNOR'S DECLARATION**

Dear Sir/Madam

I should be grateful if you would now sign below to confirm that the details stated in this application are true and accurate.

Signature of Governor ..... Date .....

**Official Stamp**

This form should now be returned to the Council Tax section at the address shown on the attached letter. Please note that information collected for the administration of Council Tax may be used for other Council purposes, provided this complies with the Data Protection Act 1998