

## Council Tax Discount – In Detention

Council Tax charge is based on two adults living in a property. If there are less than two adults in the property you may be eligible for a Council Tax discount. An adult resident who is detained in prison, hospital or any other place, in the following circumstances can be excluded when counting the number of adults in the property:

- Under the order of a U.K. court (except for non-payment of a fine)
- Awaiting deportation under the Immigration Act 1971
- Under the Mental Health Act 1983 or the Mental Health (Scotland) Act 1984
- For more than 48 hours under armed services disciplinary powers

### What evidence do I need to provide?

- Enclose compliment slip or sheet of company headed paper from prison or hospital authorities.

**Complete this form in full, sign the declaration and return with the required evidence to the address at the top of this form.**

### **Section 1 - To be completed by liable person**

A liable person is the person responsible for the bill.

**Full name**

**Email address**

**Telephone number**

**Property address**

**Full name of detained person**

**Section 2 - To be completed by prison/ hospital authorities**

The above person is to be/was detained for an offence other than non-payment of a fine  
**from** **until**

Date detained from

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Date detained until

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**Signature of authorised person**

An authorised person from prison/hospital authority to sign.

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**Declaration**

I declare the information on this form is true and complete and I authorise East Renfrewshire Council to verify the details. If there's a change in my circumstances, I will notify East Renfrewshire Council within 21 days. I accept failure to provide this information is an offence, which may result in a fine of £50 and £200 for each offence thereafter. I understand this information may be shared with other councils or organisations that handle public funds for the purposes of preventing and detecting fraud.

**Signature of liable person**

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