

Any enquiries about this application should be made to the Council Tax Discount Section at the above address or

Email central.services@calderdale.gov.uk
Telephone (01422) 393631.

Date _____

Property Reference Number _____

SECTION A	EXPLANATORY NOTES.
<p>Council Tax is made up of a property element of 50% and a personal element of 50%. The personal element assumes that there are two persons over the age of 18 (adults) living in the property. If there are more than two adults resident the bill is not increased, however, if there are less than two residents the bill may be reduced.</p>	
<p>1. For discount purposes certain groups of people are ignored (disregarded) when counting the number of adults in the household. This means that in certain circumstances a household with two or more resident adults may still qualify for a discount providing that all of them (or all but one of them) fall into one of the classes shown in Section D overleaf.</p>	
<p>2. If there are two or more residents in the property aged 18 or over who are not entitled to a status discount then no discount can be allowed.</p>	
<p>3. A person can qualify for a discount if:</p> <ul style="list-style-type: none"> a. their principle occupation is prayer, contemplation, education, the relief of suffering or any combination of these and b. he / she has no income or capital of their own and c. he / she is dependent on the religious community for all their material needs. 	
<p>When you have filled in the details in Section B please read and sign the declaration (Section C) and then send the form back to the above address as soon as possible.</p>	

SECTION B	APPLICATION DETAILS (Please complete in Block Capitals)
<p>Applicant's Name <input style="width: 250px;" type="text"/> Reference Number (shown on the bill) <input style="width: 150px;" type="text"/></p>	
<p>Address <input style="width: 800px;" type="text"/></p>	
<p>Telephone Number for contact <input style="width: 200px;" type="text"/></p>	
<p>How many people aged 18 or over (including yourself) usually live in the property? <input style="width: 150px;" type="text"/></p>	
<p>How many of those people are eligible for a status discount? (see Section D overleaf) <input style="width: 150px;" type="text"/></p>	
<p>Name of member(s) of community <input style="width: 350px;" type="text"/></p>	
<p>Name and address of the religious community <input style="width: 500px;" type="text"/></p> <p><input style="width: 500px;" type="text"/></p>	
<p>What is the principal occupation of the community? <input style="width: 450px;" type="text"/></p>	
<p>Has the member of the community any income or capital of his / her own even though it may be subject to a covenant (if applicable exclude a pension from a previous employment but include state pension) YES / NO</p>	
<p>Is the member of the community wholly dependent on the community for all his / her material needs YES / NO</p>	

SECTION C	DECLARATION
<p>As far as I know all the information I have given is accurate and true. I agree to tell the Council immediately if the circumstances change or I think that any reduction given as a result of this application should not apply.</p>	
<p>Name _____ Signed _____ Date _____</p>	

**COUNCIL TAX
APPLICATION FOR STATUS DISCOUNT FOR
A MEMBER OF A RELIGIOUS COMMUNITY**

SECTION D

PERSONS ELIGIBLE FOR STATUS DISCOUNT

The following are categories of people who qualify for a 'status' discount. Please put a tick in the appropriate box if you think that anyone else living at the property may qualify. An application form will be sent to you.

- Persons in detention
- The Severely Mentally Impaired
- Persons over 18 in respect of whom child benefit is payable
- Students
- Apprentices
- Student Nurses
- Youth Training Trainees
- Hospital Patients
- Patients in Nursing or Care Homes
- Carers
- Residents of Hostels
- Members of Religious Communities
- Members of International Headquarters and Defence Organisations
- Persons with a relevant association with a visiting force

Please note:

“Calderdale MBC will ensure that any personal information provided by you on this form will be treated in accordance with the provisions of the Data Protection Act 1998. Calderdale MBC is the Data Controller of the information you have provided on this form and is registered with the Information Commissioner’s Office for the purposes of processing your personal information in relation to your application.

The Council must protect the public fund it handles and so may use the information you have provided on this form to prevent and detect fraud. The Council may also share this information, for the same purposes, with other organisations which handle public funds. The Council will not share your information for any other purpose without your explicit consent.

For further information about Data Protection please email the council’s Information Manager on information.management@calderdale.gov.uk

SECTION E

FOR OFFICIAL USE

Discount granted from: _____ Date _____

Discount granted to (if necessary): _____ Date _____

Comments:

Processed by _____ Code _____ Date _____