

# COUNCIL TAX APPLICATION FOR A SINGLE RESIDENT DISCOUNT

To be completed by the Council Taxpayer



Our Ref:  
Telephone: 01452 396396  
Email: revenues@gloucester.gov.uk  
Website: www.gloucester.gov.uk  
Date:

Please fill in this form and return it to us within 14 days of the date shown above.

The basic Council Tax bill is based on two adults living in a property. If only one person lives in a property, a discount of 25% is taken off the bill. To apply for the Single Person Discount, please complete the details below and sign the declaration.

Are you the only person aged 18 or over living in the property?      Yes       No

If you have become the single occupant recently please supply the exact date the other person(s) moved out:-

Do any children aged 16 or over live with you?      Yes       No

If **YES**, please complete their names and dates(s) of birth:

Name .....

Date of Birth:

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Name .....

Date of Birth:

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## Declaration:

I declare that the information given is correct. I do not object to the council making any necessary enquiries to check this information. If there are any changes in the future to the information I have given, I must notify Gloucester City Council of any changes in circumstance within 21 days, failure to report a change may result in a penalty and possibly lead to prosecution.

Signature:

Print Full Name:

Email address:

Phone Number:

Date:

(You do not have to tell us your telephone number, but doing so will help us to contact you quickly in case we need any more information)

**The information you have provided on this form will be used for Gloucester City Council to process your council tax. Please sign the declaration above and return the completed form to Gloucester Revenues & Benefits, PO Box 2017, Pershore WR10 9BJ**

**For help or advice, please contact the Council Tax Advice Line on 01452 396396**

PLEASE NOTE - This information may be passed to Benefits Services if you claim **Council Tax or Housing Benefit.**

## COUNCIL TAX DISCOUNTS

Did you know that further Council Tax Discounts are available?

You are applying for a discount of 25% from your Council Tax bill because you are the only person aged 18 or over living in the property.

If you think that you may qualify for a further 25% discount, please indicate below or download a form from [www.gloucester.gov.uk/counciltax](http://www.gloucester.gov.uk/counciltax) and complete.

### CATEGORIES FOR DISCOUNTS STATUS

- |   |   |
|---|---|
| 1. Student<br>(including Project 2000 nurses)                             | 11. Hospital Patient  |
| 2. Student Nurse  | 12. Patient in a Care Home  |
| 3. Caring for someone with a disability<br>(apart from a spouse)          | 13. Carers  |
| 4. Apprentice   | 14. Care Worker   |
| 5. Y T Trainee  | 15. Resident of certain hostels                                       |
| 6. Person who is severely mentally<br>impaired                            | 16. Member of a Visiting Force and<br>Dependants                      |
| 7. Person in detention (ie a prison)                                      | 17. Member of International Headquarters<br>and Defence Organisations |
| 8. Person over 18 and for whom Child<br>Benefit is payable                | 18. Member of a Religious Community                                   |
| 9. An 18 or 19 year old on a further<br>education course, not job related | 19. Non British Spouses of Students                                   |
| 10. School Leaver   | 20. Diplomats   |

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#### Uploading this form and supporting evidence

Why not save time and upload the completed form free of charge by registering for a 'My Gloucester' account by going to our website at [www.gloucester.gov.uk](http://www.gloucester.gov.uk)

#### Data Protection Privacy Statement

**Any personal information that you provide will be processed in accordance with current Data Protection laws. It will be used by Gloucester City Council and our partners to deliver and improve services and fulfil our legal duties. We will not disclose any personal information to anyone else unless required or allowed to do so by law. Read more about how we use personal data on our website: <https://www.gloucester.gov.uk/about-the-council/data-protection-freedom-of-information/data-protection/>**