Please Ask For: Customer Services
Tel: 01626 215000
Email: revandbens@teignbridge.gov.uk

Teignbridge
DISTRICT COUNCIL
South Devon

Council Tax – Application for Discount – Only One Resident

Council Tax Ref:	
Address of Property:	
Date:	

The full Council Tax assumes there are two or more adults resident in a dwelling.

If only one adult (over 18 years old) lives in a dwelling (as their main home) the bill may be reduced by a 25% discount.

Please note that a person's main home is generally the one they own. If you do not own a property your main residence will probably be the one you rent or where you are now living. A person may be absent for short or long periods but will still be counted as resident. This rule will apply for instance where a partner spends part of the year away from home working whether in the UK or abroad, under these circumstances they will continue to be considered as a resident at the family home.

Normally both parties will be considered resident in the same dwelling for Council Tax purposes.

If you think you are entitled to discount please complete the questionnaire overleaf and return to the address shown at the bottom of this letter.

Please be advised that this Authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. I may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see our website http://www.teignbridge.gov.uk/index.cfm?articleid=9145 or contact customer services on 01626 215000

Name of adult resident: _____

Name of any other adult(s) living in the dwelling: _____

Date from when the discount should apply: _____

Reason the other adult(s) not counted as resident: _____
_____

If claiming because someone has recently moved away, please give the following information: -

Name of adult moving			
Relationship to you			
New address or any contact address			
Reason for moving			

If there is a 17 year old living at home would you please give the following Information: -

Name	Date of Birth	School Leaving Date

For advice on completing this form please contact Customer Services on 01626 215000.

If you need this letter in another language, print size or colour, braille, BSL, as an e-mail attachment, MP3 file or disc - phone 01626 361101 or e-mail equality@teignbridge.gov.uk

Declaration

I declare that I am the only resident at the dwelling and have been so since the date given above. If another adult joins the household then I will notify you immediately.

I understand that if I give false information or fail to tell the Council of any change which affects my discount entitlement I could be liable to a penalty and/or prosecution under the Theft Act 1968. The Council will make enquiries, if deemed necessary, to check the information given and if the discount has been claimed in error it will be cancelled with effect from the appropriate date.

Signed: _____ Dated: _____
Daytime Telephone Number: _____

The information you have given on this form will be put onto a computer system registered under the 1998 Data Protection Act.