



Council Tax

Discount Application: Person(s) in Detention



Promoting City, Coast & Countryside

Revenue Services

**Please return the completed form to:
Revenue Services, P O Box 4, Town Hall, Lancaster LA1 1QR**

You should complete this application in respect of any person(s) who you consider should be disregarded for Council Tax purposes because they are currently in detention.

Property address:	Property Reference:
	Account Reference:
Name of person to be disregarded:	Total number of adults resident in the property:
Name and address of place of detention:	Prison Reference Number:
Date taken into custody:	Anticipated date of release:

Declaration.

I accept responsibility for making this return and I declare that the information given is true and accurate to the best of my knowledge and belief.

Name:	Signature:	
Date:	Contact telephone number: (in the event of a query)	e-mail:

If, after completing this form, any of the information you have provided changes, you are required to notify the Authority within 21 days.

