



# Council Tax

## Discount Application



*Promoting City, Coast & Countryside*

### Revenue Services

Council Tax legislation assumes that there are 2 or more adults residing in a dwelling. However, if you live alone, or if certain adults residing in your dwelling are disregarded for Council Tax purposes, you could be entitled to a discount.

The effect of disregarding certain adults may be to reduce the Council Tax bill by 25% or 50%.

**If you are the sole occupier, please complete and return this form to:  
Revenue Services, P O Box 4, Town Hall, Lancaster LA1 1QR**

**Declaration.**

I am the sole occupier and wish to claim a 25% discount.

The information I have provided is true to the best of my knowledge and belief. I understand that if I am awarded a discount/relief I must notify the council within 21 days if I am no longer entitled to that discount/relief or a smaller amount should apply and that failure to do so could lead to a fine of £70 being imposed. I also understand that if I give false information I may also be liable to prosecution.

Property address:	Property Reference:
	Account Reference:
Please enter the date from which the discount should be applied:	

Name:	Signature:	
Date:	Contact telephone number: (in the event of a query)	e-mail:
If you are applying for a discount because an adult has moved out of the property, please give their new address here:		

If you are not the sole occupier but would like to claim a disregard under any of the following categories, please tick the relevant box (A further form will be sent to you):



- |   |   |
|---|---|
| <input type="checkbox"/> Persons in detention (Prisoners, etc)                      | <input type="checkbox"/> Care workers           |
| <input type="checkbox"/> Persons who are severely mentally impaired                 | <input type="checkbox"/> Full time students     |
| <input type="checkbox"/> Persons over 18 for whom child benefit is still being paid | <input type="checkbox"/> Student nurses         |
| <input type="checkbox"/> Members of a Religious Community                           | <input type="checkbox"/> Apprentices            |
| <input type="checkbox"/> Members of an International or Defence Organisation        | <input type="checkbox"/> Persons on YTS schemes |



Personal information will be kept safe and secure and will only be kept for as long as is necessary. Further information can be found in the Privacy Notice on the Council's website

<https://www.lancaster.gov.uk/council-tax/council-tax-privacy-notice>