

STOUR VALLEY AND POOLE PARTNERSHIP

PO Box 722, Poole, BH15 2YE

Telephone: 0345 034 4569

email:svpp@poole.gov.uk

Council Tax Discount – Single Occupier

If you are the only adult (a person aged 18 or over) resident in a property, you are entitled to a 25% reduction to your bill.

Discount may only be applied at a property that is the sole, or main, residence of one person. If you have only one address, that is your sole residence. If you have more than one address, please do not complete this form. Contact the Council so that we may determine your main residence for Council Tax purposes and decide if discount may be applied.

Application for discount

Name of person(s) liable for Council Tax: _____

Reference Number (found on your bill):

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Address: _____

Total number of residents aged 18 or over living at the property: _____

Date discount should be applied from: _____

Declaration: In claiming this 25% discount I am declaring that there is only ONE adult (a person who is 18 years of age or older) residing at the property and that NO OTHER adult occupies the property as their sole or main residence. I agree that I will notify the Council immediately if this changes. I accept in making this claim that if it is found to be false or there is a future change to my circumstances that I fail to declare the discount will be removed and I may be subject to prosecution. The claim may be reviewed by the Council at any time and the information provided monitored to other information held and exchanged by the Council in administering my Council Tax account.

Name of applicant: _____

Signature _____ Date: _____

Phone number: _____ Email Address: _____

ANYONE PROVIDING FALSE INFORMATION IN ORDER TO GAIN A DISCOUNT MAY BE SUBJECT TO PROSECUTION FOR OBTAINING A MONETARY ADVANTAGE BY DECEPTION

Send your completed form to: **Stour Valley and Poole Partnership, PO BOX 722, Poole, BH15 2YE**
or email **svpp@poole.gov.uk**



Notes

Discount for disregarded persons

Where two or more adults are resident at a property, the full Council Tax charge applies. However, certain people are not counted for Council Tax purposes because they fall into a disregarded category. A discount may then be granted under the following circumstances:

- 25% discount – Where more than one adult is resident, but all but one of the persons is disregarded
- 50% discount – Where all persons resident are disregarded

If you think a disregard discount should be applied to your bill please complete the form 'Council Tax Discount – Disregarded Persons' or alternatively please call 0345 0344569 or email svpp@poole.gov.uk

Council Tax Exemption

In some circumstances a property will qualify for exemption from Council Tax. Please visit <http://www.poole.gov.uk/benefits-and-council-tax/council-tax/council-tax-exemptions/> and contact the Council if you think the property should be exempt from Council Tax.

Change of Circumstances

If you are applying for a discount because there has been a change of circumstances, for example:

- you have moved house
- someone has moved in with you
- someone has moved out of your home
- someone has moved into a nursing home
- someone has died

Please notify the Council of the change using the online change of circumstance form:

<http://www.poole.gov.uk/benefits-and-council-tax/council-tax/> or alternatively please call 0345 0344569 or email svpp@poole.gov.uk

