



Council Tax Service
P.O. Box 60
Leeds
LS2 8JR

Contact:
Tel:
Email:
Our ref:
Your ref:
Acct Ref No:
Date:

Dear

Council Tax - Application for Discount or Exemption: Non-British Spouse/Dependant of a Student

Address:

If a full-time student has a non-British husband, wife, civil partner or dependant who holds a visa, we may be able to grant a discount, but it depends on the terms of their visa. To get the discount, the visa must prevent the person from:

- taking paid employment in the UK or
- claiming benefits in the UK.

The discount may also apply to those who are not married but are living together as husband and wife or civil partners.

If a person gets the discount and is the only non-student living at an address where all the other residents are students, an exemption will apply. This means there will be no Council Tax to pay at all.

If you think the discount or exemption applies, please fill in the application form on the back of this letter and send it back to us.

If you have any questions about the form, please contact us.

Yours

Council Tax Service
Leeds City Council

Application for Non-British Spouse/Dependant of a Student Discount or Exemption

1 Please give the address you are claiming the discount or exemption for.

.....
.....

2 Please give the name of the student who lives at the above address and his or her student number.

Name: Student number:.....

3 a) Please give the name of the person you are claiming the discount for.

.....

b) What date did this person move into the address above?

.....

c) Please tick one box below to tell us how this person is related to the student:

She is his wife, or is living with him as his wife

He is her husband, or is living with her as her husband

He or she is a dependant of the student

He or she is a civil partner of the student or living together as a civil partner with the student

d) Please tell us about the person's visa. Put a tick in any box below which applies.

The visa prevents him or her from taking paid employment in the UK

The visa prevents him or her from claiming benefits in the UK

4 **Declaration** - the person(s) named on the Council Tax bill must sign this declaration.

The information I have given on this form is true and complete.

Signature: Date:.....

Please give your daytime phone number in case we need to speak to you about this form.

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In line with Data Protection law, we may use information you give us to prevent or detect fraud or other crimes. We may also share it with other Council services or public organisations if they need it in order to carry out their legal duties.