



Revenues Service
P.O. Box 60
Leeds LS2 8JR

Acct Ref No:

Council Tax - Application for Prisoner/Person Detained Discount

You can get a discount if a person who normally lives at your address is:

- on remand, or in prison for a crime other than non-payment of Council Tax or of a fine;
- being held in a hospital or other place on mental health grounds as a result of a court order;
- being held under Immigration law.

You cannot get the discount if the person is in police custody before a first appearance in court.

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

Please make sure you send us all the information we have asked for. We will not be able to give any discount until we have received everything we need.

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



Application for Prisoner/Person Detained Discount

Please give the address you are claiming the discount for.

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Please give your Council Tax account number:

Please list all the people who usually live at the above address who are 18 or over.

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Which of the above people is the Prisoner or person being detained?

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Please give the name and address of the prison or place where the person is being detained.

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What date was the person first detained here?

What date is he/she expected to be released?

What is his/her Prison Number?

If not known, please give the person's date of birth

Is the person in prison for non-payment of Council Tax or a fine? Yes / No

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 telephone number in case we need to speak to you about this application 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.