

COUNCIL TAX DISCOUNT APPLICATION
CHILD BENEFIT IN PAYMENT / SCHOOL & COLLEGE LEAVERS

Name

Account no.

Address

(this is shown on your Council Tax bill)

IMPORTANT INFORMATION – PLEASE READ THE NOTES BELOW BEFORE FILLING IN THIS FORM:

Special Council Tax rules apply for persons whom Child Benefit is still being paid and for School / College leavers.

1. Persons for whom Child Benefit is still payable

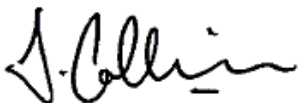
A person who has reached 18 years of age but continues to be the person Child Benefit is paid for is not counted when working out the Council Tax bill. This discount will last for as long as Child Benefit is being paid.

2. School / College Leavers

A person who is aged 18 or 19 and has left School or College between the 1st May and 31st October is not counted when working out the Council Tax bill. To qualify the person must have stopped doing a qualifying course of education, for example A Levels between the 1st May and 31st October. If awarded this discount will last up to the 31st October in any year.

If you wish to apply for either or both of these types of discount please complete the details on the back of this letter.

Yours sincerely



Strategic Director and Borough Treasurer
Resources and Digital

COUNCIL TAX DISCOUNT APPLICATION – CHILD BENEFIT / SCHOOL & COLLEGE LEAVERS

I can confirm that the information I am about to provide is correct. I understand that any discount will only be awarded on the basis of my current circumstances. I will inform Gateshead Council of any change within 21 days of the change happening. I understand that if I fail to report such a change a fixed penalty may be imposed on me and I will have to repay any overpaid discount.

Signed: _____ Date: _____

Daytime Telephone Number: _____ E-mail: _____

In accordance with Data Protection Law, Gateshead Council may use any information you give us to prevent or detect fraud or other crimes. Gateshead Council may also share information with other Council Services or public organisations if required by Law to do so.

1. NUMBER OF RESIDENTS – Please tell us the names of all people (including yourself) over the age of **16** who usually live in the property.

Full Name	Date of Birth	Are They Still Being Paid Child Benefit? Yes / No	Have They Left School or College? Yes / No

2. DETAILS OF CHILD BENEFIT – I wish to apply for the Child Benefit still in payment Discount **YES** **NO**
IF YOU ARE APPLYING FOR THE CHILD BENEFIT DISCOUNT YOU MUST SUPPLY THE LETTER OF ENTITLEMENT FROM THE DEPARTMENT OF WORK AND PENSIONS (DWP). WITHOUT THIS LETTER GATESHEAD COUNCIL ARE UNABLE TO PROCESS YOUR APPLICATION FOR DISCOUNT.

I have enclosed the Child Benefit Entitlement Letter from the DWP (Please tick when letter attached)

3. DETAILS OF SCHOOL/COLLEGE LEAVER – I wish to apply for the School/College Leaver Discount **YES** **NO**
 If you are applying for the School / College Leaver Discount please tell us the name and address of the school / college, the subject(s) studied and the date left.

Name and Address of School / College	Subject(s) Studied and Level	Date Left School / College

WHERE SHOULD I SEND MY COMPLETED FORM?

Return by post to: Gateshead Council, Council Tax Section, Civic Centre, Regent Street, Gateshead NE8 1HH

Return in person to: Council Tax Reception Desk

Alternatively scan and email your completed application to counciltax@gateshead.gov.uk