

**COUNCIL TAX DISCOUNT APPLICATION  
PERSONS IN DETENTION (PRISONERS)**

<b>Name</b>	<input type="text"/>	<b>Account no.</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>		

(this is shown on your Council Tax bill)

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

An adult who is detained will not be counted when working out the Council Tax bill.

A discount will apply where all but one of the adults living in a property are in detention. There will be no discount if 2 or more adults who are not in detention live in a property (unless they fall into another discount class). An adult is someone who is aged 18 or over. For example:

- 2 adults live in a property. 1 adult in detention = 25% discount
- 3 adults live in a property. 1 adult in detention = 0% discount

To be classed as a person in detention for Council Tax a person must be detained under one of the following circumstances:

1. Detained in a Prison, Hospital or any other place by order of a UK Court. This also includes periods on remand and periods temporarily released due to ill health, or
2. Detained under the deportation provisions of the Immigration Act 1971, or
3. Detained under the provisions of the Mental Health Act 1983, or
4. Detained, imprisoned or in custody by the Army, Royal Air Force or Royal Navy.

**This discount will not apply should the person be detained because of unpaid fines or unpaid Council Tax**

If you wish to apply for the persons in detention discount please complete the details on the back of this form.

Yours sincerely



Strategic Director and Borough Treasurer  
Corporate Resources

## COUNCIL TAX DISCOUNT APPLICATION – PERSONS IN DETENTION (PRISONERS)

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 and the person in detention) over the age of **16** who usually live in the property.

Full Name	Date of Birth	Are They In Detention? Yes / No	If Yes Start Date of Detention

**2. NAME AND ADDRESS OF PLACE OF DETENTION** – Please tell us the place where the detained person is being held along with their Prison Number and expected release date if known.

Name and Address of Place of Detention	Prison Number	Expected Release Date

**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 at the Civic Centre

Alternatively scan and email your completed application to [counciltax@gateshead.gov.uk](mailto:counciltax@gateshead.gov.uk)