



County Treasurer
Revenues & Benefits Services

Your Ref:

Our Ref:

Please ask for: Council Tax

Telephone: 01432 260360

Fax: 01432 260484

E-mail: counciltax@herefordshire.gov.uk

Application for Council Tax Discount (Members of Religious Communities)

COUNCIL TAX ACCOUNT NUMBER: _____

Before filling in this form please read the notes below.

A discount can be granted if there are fewer than two adults living in a property. When counting the number of adults, certain members of religious communities may be disregarded, provided that they have no income or capital of their own and are dependent on the community for their material needs. The principal occupation of the community must consist of prayer, contemplation, education, the relief of suffering or any combination of these.

If you wish to claim a discount, please complete sections A to C of this form in **CAPITAL LETTERS**. Section D should be completed by a senior member of the religious community concerned. Please return the form to: **The Council Tax Department, Herefordshire Council, P.O. Box 224 Hereford, HR1 2XW**

If you would like more information, advice or help with the form please contact the Council Tax Department at the above address, by email or on telephone number **(01432) 260360**. Telephone lines are open from 8:45 a.m. until 5:15 p.m. from Monday to Wednesday, from 8:45 a.m. until 4:00 p.m. on Thursday, and 8:45am until 4:45pm on Friday.

A. APPLICANT

(Must be a person liable to pay the Council Tax for the property)

Full name: _____

Address of the property (that the discount is being applied for):

Please state the total number of people, aged over 18, who live in the property. _____

B. THE PERSON TO BE DISREGARDED (MEMBER OF RELIGIOUS COMMUNITY) (Must live in the property where the discount is being claimed)

Full name: _____

Details of income or capital (see note 2): _____

Name of Community: _____

Principal occupation(s) of Community: _____

C. DECLARATION BY APPLICANT

I declare that the information given in this form is correct to the best of my knowledge and belief and that appropriate evidence is enclosed. I understand that I must advise the Council at once if any of the circumstances change.

Signed: _____ Date: _____

D. DECLARATION BY A SENIOR MEMBER OF THE RELIGIOUS COMMUNITY

(This will normally be the person responsible for administrative matters within the community)

I declare that the details stated in this application are true and accurate to the best of my knowledge and belief and that the person referred to in section B receives no income or allowance from the community.

Signed: _____ Date: _____

Full name: _____ Position: _____

Address: _____

NOTES FOR APPLICANT

1. You do not have to complete this form unless you wish to claim a discount but if you provide false information you may be subject to a penalty of £50 and prosecution under the Theft Act 1978.
2. All savings and amounts received by way of income, including earnings, allowances, interest on monies deposited or invested, etc must be declared. A pension from a former employment may be ignored.
3. Any information provided will be treated in the strictest confidence but may be stored on computer and is therefore subject to the provisions of Data Protection legislation.

County of Herefordshire District Council
Taxation Section, Revenues and Benefit Services, P.O. Box 224, Hereford. HR1 2XW
Main Switchboard (01432) 260000