

# Council Tax

Application for Person to be Disregarded for Discount Purposes -  
Person in Detention



## ***PART A***

Applicant's Name (*must be person liable for Council Tax*) .....

Address .....

Relationship to Person in Detention .....

How many people (including yourself) aged 18 or over live at this address

## ***PART B***

Full Name of Person in Detention .....

Home Address .....

Name and Address of Places of Detention .....

Date of Birth ..... Prison Service Number .....

Date Taken into Detention ..... Anticipated Date of Release .....

## ***PART C***

**Declaration** - I declare that the information given on this application is correct and agree that the Council may make any necessary enquiries to check the information. I agree to inform the Council immediately of any changes which may affect my entitlement to a reduction in Council Tax.

**WARNING - GIVING FALSE INFORMATION MAY RESULT IN PROSECUTION**

Signed ..... Date .....

Please return this form to: **Head of Finance, Information Station, Old Station Building, Queensway, Newport NP20 4AX.**  
If you require assistance please telephone: **(01633) 656656**

### **OFFICE USE ONLY**

Ref ..... Date Granted/Refused .....

Signed ..... Note .....

### **DATA PROTECTION**

The information which you provide may be used and disclosed for purposes under the control of the Council as described in the Register entry compiled by the Data Protection Registrar

**PART A**

Name .....	Charging Authority .....
Date of Birth .....	Prison Service No. ....
Previous Address .....	
.....	Post Code .....

**PART B**

1	Is/Was this person held at your establishment?	YES/NO
2	Specify total period or periods of detention since (            )	<input type="text"/> Years/Months/Days
3	Is/Was the whole period of detention accounted for solely by non-payment of Council Tax or a fine?	YES*/NO
	<b>* If Yes, go straight to Part C</b>	
4	Date released from custody	<input type="text"/>
	<b>or</b>	
	Current expected date of release on remission	<input type="text"/>
	<b>and if applicable</b>	
	the earliest date on which the above named might be released on parole	<input type="text"/>
5	Any other information (include new address if known)	
	.....	
	.....	
	.....	

**PART C**

Form completed by (BLOCK CAPITALS) .....
Prison Service Establishment (BLOCK CAPITALS) .....
.....
Prison Stamp
Date .....