

# Revenues & Benefits Services

## Council Tax

### Application for Single Person Discount



sustainable thriving achieving

**East Dunbartonshire Council**

www.eastdunbarton.gov.uk

You can now claim this discount online [www.eastdunbarton.gov.uk/CouncilTaxOnline](http://www.eastdunbarton.gov.uk/CouncilTaxOnline)

Please use black ink and block capital letters or typescript

#### **Background**

A full Council Tax bill assumes that there are two adults (aged 18 or over) living in a household and this is their main home. If there is only one adult in your household and you have no other home, 25% discount is due. In order to claim a discount, please complete this form and return it to the address at the bottom of the page. Please note if you have children in the property you need to notify the Council when they become 18.

#### **Applicant Details**

Name		Council Tax Reference	
Property Address			

#### **Reasons for Claiming**

Date you want to claim from		
I have always been the only adult <input type="checkbox"/>		Someone has moved out <input type="checkbox"/>

Please give details of any adults (aged 18 or over) who have moved out in the last 12 months

Name	Forwarding Address	Date Moved Out

If someone has recently died please provide their name and date of death (we may need a copy of the death certificate)

#### **Declaration**

I declare that the information supplied on this form is true, complete and correct to the best of my knowledge and that I will notify the Council within 21 days of any change in circumstances which may affect my liability i.e. number of adults increases/decreases, son/daughter turns 18. I understand that failure to provide this information is an offence which may make me liable to an initial penalty of £50 and then £200 for each subsequent offence. I understand that any discount awarded as a result of misleading statements deliberately given on this form will be recovered in full. I understand that to deliberately provide false information is a criminal offence and may result in prosecution.

Signature		Date	
Email Address		Daytime Telephone No.	

## Data Protection Act and General Data Protection Regulations (“GDPR”)

East Dunbartonshire Council holds, uses and processes information in accordance with the General Data Protection Regulations and all other relevant national data protection laws. Your information may be shared with other departments within East Dunbartonshire Council or other organisations for the purposes of administering and collecting council tax and applying relevant reductions, discounts and exemptions; checking the information we hold is accurate; preventing and/or detecting crime and protecting public funds. Other organisations may include bodies responsible for auditing or administering public funds or conducting data checks, other councils, public sector agencies, governmental departments, regulatory and law enforcement bodies and other private companies or entities (such as credit reference agencies, service providers/contractors and/or partner bodies).

For further information detailing how East Dunbartonshire holds and uses your information please refer to the privacy notice enclosed with this form. Details are also available on our website at: <http://www.eastdunbarton.gov.uk/counciltax>

## Other Formats & Translations

This document can be provided in large print, Braille or on CD and can be translated into other community languages. Please contact the Council’s Corporate Communications Team at 12 Strathkelvin Place, Kirkintilloch, G66 1TJ, tel 0300 123 4510

本文件可按要求翻譯成中文，如有此需要，請電 0300 123 4510。

اس دستاویز کا در خواست کرنے پر (اردو) زبان میں ترجمہ کیا جاسکتا ہے۔ براہ مہربانی فون نمبر 0300 123 4510 پر رابطہ کریں۔

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ 0300 123 4510 ਫੋਨ ਕਰੋ।

Gabhaidh an sgrìobhainn seo cur gu Gàidhlig ma tha sin a dhìth oirbh. Cuiribh fòin gu 0300 123 4510

अनुसोध करने पर यह दस्तावेज हिन्दी में भाषांतरित किया जा सकता है। कृपया 0300 123 4510 पर फ़ोन कीजिए।