



Property Reference Number

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Account No.

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COUNCIL TAX REDUCTION FOR DISABLED FACILITIES APPLICATION

Please read the information provided before completing this form

This form should be completed by the Council Tax payer (ie the person liable to pay the Council Tax for the property) if he/she considers that there are relevant facilities within the property required to meet the needs of a disabled person.

Name of Applicant (Council Taxpayer)

Address of Property

	Postcode

Contact Telephone Number

Email Address

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Name of the Disabled Person

Is the person registered as disabled? YES NO

Nature of Disability

FACILITIES (see overleaf for further information)

Please indicate whether there are any of the following facilities in the property which are required for meeting the needs of the disabled person named above.

- (a) A second bathroom YES NO
- (b) A second kitchen YES NO
- (c) Sufficient floor space to permit the use of a wheelchair YES NO
- (d) A room other than a bathroom or kitchen predominantly used by the disabled person YES NO

If you have answered 'YES' to (d) please give full details of the use of the room concerned

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DECLARATION

I declare that the information given above is, to the best my knowledge, true and accurate.

Signed		Date	
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Reductions in Council Tax for properties with facilities for a disabled person

Q. Who can apply?

A. Only the Council Tax payer (ie the person who is liable to pay the Council Tax bill) can apply, if there is at least one disabled person solely or mainly resident in the property.

Q. How is 'disabled' defined for this purpose?

A. A person is a 'qualifying individual' for the purpose of this scheme if he/she is substantially and permanently disabled (whether by illness, injury, congenital deformity or otherwise).

Q. What facilities must be present in order to obtain a reduction?

A. There must be a special room or an additional kitchen, bathroom or floor space to permit use of a wheelchair indoors, which is required to meet the needs of the disabled person.

NB A special room cannot be a kitchen or bathroom and must be used predominantly by the disabled person.

Q. What does 'required for meeting the needs of the disabled person' mean?

A. Generally it means that the facility must be essential, or of major importance, to the disabled person's well being because of the nature and extent of his/her disability.

NB In relation to the wheelchair space, the disabled person must need to use the wheelchair inside. It is not sufficient for the wheelchair to be merely stored inside.

Q. How much is the reduction?

A. The reduction takes the form of charging the tax for the band below the actual band for your property. For example, if your property is in Band D, you would be charged the Council Tax applicable to Band C.

NB If your property is in Band A the reduction will be 1/9th of Band D, ie equivalent to that currently given to dwellings in Band B, C and D.

Q. How do I apply?

A. Complete the form overleaf and return it without delay to the address shown. It may be necessary for an inspector to call and verify the information given and it would, therefore, be helpful if you could supply a telephone number to contact for an appointment. The Council may also require you to supply additional documentary evidence (such as a medical certificate) to support your application.

Q. For how long will the reduction be allowed?

A. It will continue for as long as the disabled person remains solely or mainly resident in the property, but the Council may ask you to renew your application each year.

Data Protection Act 1984

The information you provide on this form will be used to determine whether a reduction for disabled facilities is applicable and may be recorded on a computer. Although you are not obliged to give this information, the Council will be unable to assess any possible reduction unless you do so.

If you have any further queries or need help completing this form, please do not hesitate to contact the Council.

This document can be made available in large print, Braille, tape format or in other languages upon request

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