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**BOROUGH OF
BROXBOURNE**
www.broxbourne.gov.uk

Name: _____ Date: _____
Address: _____ Council Tax Account Number: _____
Postcode: _____

COUNCIL TAX - DISCOUNT FOR RESIDENTS IN HOMES/HOSTELS

You have recently indicated that you wish to apply for a discount on your Council Tax as you or a member of your household are/is a resident in a home/hostel – See Annex a overleaf. I shall be grateful, therefore if you will answer the questions below and return this form.

1. Details of person(s) resident in a home/hostel:

Title (Mr/Mrs/Miss/Ms)	Forename(s)	Surname
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2. Details of ALL people (if any) aged 18 or over who live in the property:

Title (Mr/Mrs/Miss/Ms)	Forename(s)	Surname
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Are you the current owner of the property Yes / No

The information collected on this form is necessary to administer your Council Tax and fulfil the council's statutory functions, and will not be used for any other purposes.

Privacy Notice - Borough of Broxbourne Council is committed to protecting your privacy when you use our services. Our Privacy Notice explains how we use information about you and how we protect your privacy. <https://www.broxbourne.gov.uk/resident/privacy-policy>.

Declaration:

I declare that the information given on this form is correct to the best of my knowledge and undertake to notify you immediately if I believe that I am no longer eligible for the discount granted in respect of this application.

I understand that the information on this form may be checked, stored on and processed by computer, it may be checked with other information held by the Council and be disclosed for other Council purposes as described on the register entry compiled by the Data Protection Registrar.

Signed..... Full Name..... Date.....

Telephone Number: Home..... Mobile.....

You do not have to supply your telephone number but it will be helpful if you do so.

ANNEX A

This Annex summarises the definitions of a Resident in a Home/Hostel for Council Tax purposes.

A person shall be disregarded for discount on a particular day where the following conditions are met:-

- (a) The person has their sole or main residence in a Nursing Home, Residential Care Home, Mental Nursing Home or Hostel; and
- (b) The person is receiving care, treatment or both there.

1. A NURSING HOME IS DEFINED AS:

Anything which is a Nursing Home within the meaning of the Registered Homes Act 1984 or would be but for Section 21(3)(a) of that Act, or anything which is a Mental Nursing Home within the meaning of the above Act.

2. A RESIDENTIAL CARE HOME IS DEFINED AS:

- (i) an establishment in respect of which registration is required under Part I of the Registered Homes Act 1984 or would be so required but for Section 1(4) or 5(1) of that Act; or
- (ii) a building or part of a building in which residential accommodation is provided under Section 21 of the National Assistance Act 1948 or paragraph 2(1)(a) of Schedule 8 to the NHS Act 1977; or
- (iii) a building or part of a building in which residential accommodation is provided and which is run by the Abbeyfield Society, including all bodies corporate or unincorporate which are affiliated to that Society.

3. A HOSTEL IS DEFINED AS:

- (i) a bail hostel or probation hostel approved under Section 49(1) of the Powers of Criminal Courts Act 1973; or
- (ii) a building or part of a building which is mainly used for the provision of residential accommodation in other than separate and self-contained sets of premises together with personal care, for persons who require such personal care by reason of old age, disablement, past or present alcohol or drug dependence or past or present mental disorder; and
- (iii) which is not a Residential Care Home, Nursing Home or Mental Nursing Home for the purposes of paragraph 9 of Schedule 1 to the Act.

3. Details of home/hostel:

Name and Address of Home/Hostel

.....

Postcode Telephone Number

Date of Entering Home/Hostel

Registration Number

4. Home/Hostel certification:

I certify that the applicant named resides at the above mentioned property and is receiving care and/or treatment there.

Signed Date

Designation