

AM I EXEMPT FROM COUNCIL TAX?

an annex which is unoccupied
 (From 1/4/95 only) Must be part of premises which include another dwelling (or situated in the grounds of dwelling) and is difficult to let separately from that dwelling.

severely mentally impaired

Dwelling occupied ONLY by a person or persons who is/are severely mentally impaired.

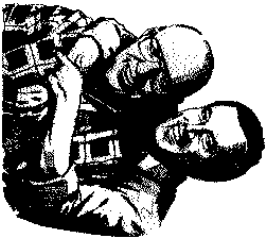
(Or by a severely mentally impaired person together with a student.)

diplomats (From 1/4/97 only)

Dwelling occupied by at least one person who is a Diplomat and is not a British Citizen.

annex occupied by a dependant

relative Dwellings where the occupier is related to the residents of the rest of the property who are aged 65 or more or are severely mentally impaired or permanently disabled.



I WOULD LIKE FURTHER INFORMATION ON:

SINGLE PERSON DISCOUNT

COUNCIL TAX DISCOUNTS

Please state which discount

.....

COUNCIL TAX EXEMPTION

Please state which class of exemption

.....

COUNCIL TAX DISABLED RELIEF

COUNCIL TAX BENEFIT

IF YOU PAY RENT DO YOU ALSO WANT TO CLAIM HOUSING BENEFIT

SPECIAL NEEDS SERVICE*

* Please state which service you require.

Please send details to:- (Please give your name and address) if you have a telephone number and/or e-mail we will use this if there is a query.

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Send this completed form to:
**COUNCIL TAX, P.O. Box 291
 STAINES TW18 1UY**

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EXEMPTION



Are you
Exempt
 from paying
**Council
 Tax?**

Information to
 help you claim
 exemption from
 Council Tax



Awarded for excellence

AM I EXEMPT FROM COUNCIL TAX?

Some properties are exempt from Council Tax. Both occupied and unoccupied properties may be council tax exempt whether they are furnished or not.

new and structural alterations

A vacant dwelling which either (a) requires or is undergoing or has undergone major repair works to render it habitable or (b) is undergoing or has undergone structural alteration.

From the 1st April 2000 the exemption will be for a maximum of 12 months regardless of whether the repairs or structural alterations have been completed. The exemption period may be less if the works are completed sooner.



unoccupied dwelling owned by charity Must be unoccupied for less than 6 months and was last occupied in furtherance of the objects of the Charity.

empty and unfurnished

Empty (unoccupied and unfurnished) for a period of less than 6 months since last occupation date. This includes (W.E.F. 1/4/94) unoccupied caravans.

qualifying person in detention*

Property must be unoccupied (may be furnished) and have been his/her sole or main residence prior to the liable person being detained elsewhere.

*Detention includes prison, hospital, etc, if by Court Order or Act of Parliament (eg. Mental Health Act etc).

hospital / care home patients

Unoccupied dwelling which was previously the sole or main residence of a qualifying person who now has his sole or main residence in a hospital, nursing or care home.

property vacant on death

Unoccupied property where the person is only liable in his/her capacity as a personal representative of a deceased person and no grant of probate has been made or it is less than 6 months since probate was granted.

properties where occupation is prohibited

by law or action of a public authority



clergy dwellings Unoccupied dwelling held for occupation by a Minister of Religion.

receiving care

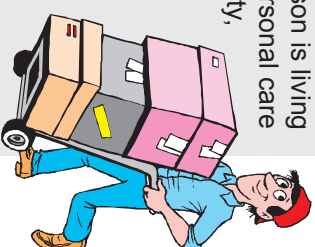
Unoccupied property where the liable person is living elsewhere (not a hospital etc) for the purpose of receiving care by reasons of old age, disability, illness etc.

providing care

Unoccupied property where the liable person is living elsewhere for the purpose of providing personal care for persons suffering from old age, disability, illness etc.

dwelling left unoccupied by students

Unoccupied dwelling which was last occupied as a the sole or main residence of a student*. (Liable person may have become a student within 6 weeks prior to date of vacation).



*Students must satisfy discount disregard criteria and written application may be required. Special rules apply to spouses of students who are not British

repossessions Unoccupied property where the person liable is the mortgagor and the mortgagee is in possession.

halls of residence and hospitals run by charities Applies to Halls of Residence provided predominantly for the accommodation of students.

***dwellings occupied ONLY by students** Properties occupied by one or more residents all of whom are students.

N.B. Students must satisfy discount disregard criteria and written application may be required

*Exemption is extended to some school leavers - further details on request.



mod properties

Applies to dwellings owned by Ministry of Defence for Armed Forces accommodation. May be occupied.

visiting forces accommodation

Applied to dwellings where at least one person liable to pay the Council Tax is a member of visiting force, eg the property is exempt if the liable persons are a visiting serviceman and his British wife.

dwelling left empty by bankrupts

Unoccupied property where person liable is a trustee in bankruptcy.

caravan pitches and moorings

A dwelling consisting of a pitch or mooring which is not occupied by a caravan or a boat (from 1/4/94 only).

under 18 years (From 1/4/95 only)

Occupied ONLY by people under 18 years of age.