

Nuneaton & Bedworth



United to Achieve

Revenues Section, Town Hall, Coton Road, Nuneaton, Warwickshire, CV11 5AA
Telephone (024) 7637 6534 Email billing.section@nuneatonandbedworth.gov.uk

APPLICATION FOR DISCRETIONARY COUNCIL TAX DISCOUNT

Under Section 13A Section 1 C of the Local Government Finance Act 1992, Local Authorities may consider awarding a discretionary council tax discount to those residents suffering from financial hardship. Each case will be decided on its individual merits, but must meet some or all of the following criteria for a case to be considered for this relief.

- There must be evidence of financial hardship or how an individual has been adversely affected to justify a reduction to Council Tax liability.
- The council taxpayer must satisfy the Council that they have taken all reasonable steps to mitigate their hardship such as:-
 - a) Applied for and been awarded any other eligible discounts or reliefs
 - b) Taken all reasonable steps to avoid a request being made (i.e.) must not have been personally negligent in contributing to their request.
 - c) Investigated all other legitimate means of resolving your situation.
- The Council Taxpayer must not have access to other assets that could reasonably be used to pay Council Tax Liability if based on financial hardship
- The Council's financial position allows for a reduction to be approved.
- The amount outstanding must not be the result of wilful refusal to pay or culpable neglect.
- In the case of an unoccupied property, it must not be the sole or main residence of a council taxpayer.

Details of the Council's discretionary Council Tax policy can be found at www.nuneatonandbedworth.gov.uk
If you require any assistance in completing this form, please contact the billing section on (024) 7637 6534 or email billing.section@nuneatonandbedworth.gov.uk

This application form should be completed and returned to :-

Revenues Manager , Nuneaton & Bedworth Borough Council, Town Hall, Coton Road, Nuneaton, CV11 5AA together with any supporting documentation. In the event that any requested information is not provided the application may be refused.

Address of property on which discretionary council tax discount is being claimed:

Council Tax Account Reference (if known)

Name of individual(s) or organisation who is/are liable for Council Tax at the above property

Name of individual(s) or organisation and address for correspondence:

Please note if you are making this application on behalf of somebody else you will need to provide a signed declaration from them that you have authority to act on their behalf.

Reason for application

(There must be evidence of financial hardship or how an individual has been adversely affected to justify a reduction to Council Tax liability) Please provide reasons that you are unable to pay your council tax liability include with your application form your last 3 months bank statements and full financial breakdown of your income and expenditure in order that your application may be assessed.

What steps have been taken to mitigate hardship

(The council taxpayer must satisfy the Council that they have taken all reasonable steps to mitigate their hardship)

Amount of discretionary council tax discount you wish to apply for

What is the amount (£) that you wish to apply for ?

What period of Council Tax liability does your application cover ?

DECLARATION

I apply for discretionary council tax discount. I declare that the information given on this form is correct. I authorise the Revenues section to make any enquiries necessary to verify the information stated. I undertake to notify the Revenues section immediately if there is any change of circumstances that may affect my entitlement to discretionary council tax discount. I understand that I must continue to pay any amount of council tax that falls due whilst this application is pending.

Signed

Name of Signatory (BLOCK CAPITALS)

Capacity in which signed

Date/...../.....

Email addressDaytime telephone number