

Council Tax discount




Income and Awards
PO Box 1761
Solihull
West Midlands B91 9RR

Your name and address (including postcode):

Council Tax Account no:

Please quote this number if you write or phone

Date: / /

 Help line number 0121 704 8100
Email: council.tax@solihull.gov.uk

Application for a Council Tax discount (Severely mentally impaired)

Please complete this form in **CAPITAL LETTERS** and black ink

What are discounts?

The Council Tax is based on two adults (people aged 18 or over) living in your home. If only one adult lives in the property, you can apply for a discount of 25% (one quarter). In some cases, even if there are two or more adults living in a property, we may give a discount of up to 50% (one half) or an exemption (which means you do not have to pay Council Tax).

This is because we do not count certain people when we decide how many adults live in the property. When someone is not counted, this means that they are 'disregarded' for Council Tax discount purposes. If two adults live in a property and we disregard one, you can apply for a 25% discount. If we disregard all the adults, you can apply for discount of 50%, or an exemption.

People who are severely mentally impaired

We can disregard a person for Council Tax if they are severely mentally impaired. For this purpose, a person is severely mentally impaired if their intelligence and their ability to behave in social circumstances is permanently affected.

Please use this form if you think we should give you a discount because you are, or someone who lives with you is severely mentally impaired.

People who are severely mentally impaired.

For a person to be disregarded they must be confirmed by a registered medical practitioner as being severely mentally impaired, **and must be entitled to one of the following benefits:**

- Incapacity Benefit
 - Employment Support Allowance
 - Attendance Allowance
 - Severe Disablement Allowance
 - Disability Living Allowance (highest or middle rate of the care component)
 - An increase in the rate of Disablement Pension
 - Disability Working Allowance where the qualifying benefit is Severe Disablement Allowance, Incapacity Benefit or (from 1 April 1997) Income Support with a disability premium.
 - Unemployability Supplement
 - Constant Attendance Allowance
 - Unemployability Allowance
 - Income Support where this includes a disability premium
- The person can also be disregarded if:
- they would be entitled to one of the above benefits if they had not reached pensionable age; or
 - they have a partner who gets Jobseeker's Allowance which has been increased because they cannot work.

You may not have to pay Council Tax on properties lived in only by people who are severely mentally impaired. In order to qualify, the severely mentally impaired person would have been the person liable to pay the Council Tax if it had to be paid.

Section 1 The severely mentally impaired person

You must fill in this section.

The person who is responsible for paying the Council Tax should fill in the form. If you fill in this form for them please give us your full name in the box below.

Name of person filling in the form

Name of Council Tax Payer

● How many people aged 18 or over live in the property?

● Please give the name of the severely mentally impaired person.

Mr Mrs Miss Ms First names Surname

● How long has the person lived in this property?
Please give the exact date if this is after 31 March 1993.

● Please give the date the person became severely mentally impaired. / /

● Please give the name and address of the severely mentally impaired person's doctor.

If there is more than one severely mentally impaired person living at this address, please fill in a separate discount form for each person.

Section 2 Benefit details

You must fill in this section.

Please provide proof of benefit, pension or allowance. We will accept a copy of the cover and first page of your book or copy of your letter of entitlement.

Which benefits, pensions and allowances is the person entitled to receive?

Please tick which apply

- Incapacity Benefit
- Employment Support Allowance
- Attendance Allowance
- Severe Disablement Allowance

Section 2 Benefit details continued

Continue to fill in this section.

Which benefits, pensions and allowances is the person entitled to receive?

Please tick which apply

- Disability Living Allowance (highest or middle rate of care component)
- An increase in the rate of Disablement Pension
- Disability Working Allowance where the qualifying benefit is Severe Disablement Allowance, Incapacity Benefit or (from 1 April 1997) Income Support with a disability premium.
- Unemployment Supplement
- Constant Attendance Allowance
- Unemployability Allowance
- Income Support where this includes a disability premium
- Does the person have a partner who gets Jobseeker's Allowance which has increased because they cannot work?

Section 3 Students Continued

Please read this section.

If your claim for a discount or exemption is successful and we reduce your Council Tax, by law you must tell us about:

- any occupant(s) who move in or out of the property
- any change in your circumstances
- any change in the circumstances of the severely mentally impaired person; or
- if the severely mentally impaired person moves house.

We will also send you a review form each year which you should fill in and return.

Section 4 Declaration

You must fill in this section.

Please tick which applies

- I am the applicant named on this form.
- I am applying for the severely mentally impaired person named on this form

The information I have given on this form is true and complete. I will tell you about any change in the severely mentally impaired person's circumstances within 21 days which may affect this application for a discount. If I do not tell you, I understand that I may have to pay a penalty of up to £280.00.

I authorise you to ask for a certificate of severe mental impairment from the doctor named on this form.

Your signature: Date: / /

Phone number (Please provide your phone number if you prefer to be contacted by phone)

Email address (Please provide your e-mail address if you prefer to be contacted by e-mail)

Return completed forms to: **Solihull MBC, Income and Awards**
PO Box 1761, Solihull, West Midlands, B91 9RR

Section 5 Data Protection

Please read this section.

I declare that the information I have provided in the application and any supporting evidence is true and correct and I agree to notify Solihull Council of any changes to my circumstances that may affect my discount.

I understand that if I give false information, or fail to notify changes in my circumstances that may affect my discount I may be committing fraud and that Solihull Council may prosecute me.

I also understand that Solihull Council may share the information that I have provided in order to validate my discount, to prevent/detect fraud or identify other benefits/services that I may be entitled to. For more details about how we may use your information, please contact Solihull Connect Customer Contact Service on 0121 704 8100.

Section 6 For office use only

Action taken

Discount granted? Yes

No

Discount code:

Other:

Actioned by (signature):

Date actioned: