

# Council Tax



[www.aberdeencity.gov.uk/services/council-tax](http://www.aberdeencity.gov.uk/services/council-tax)

Name .....

Current Address .....

.....

.....

Postcode .....

We may have to contact you for information, please provide:-

Council Tax Reference Number .....

Telephone Number .....

Mobile Number .....

Email Address .....

## Application for Full-Time Carer Discount

**Please read this form carefully**

**If a carer lives in your home to provide care for a household member, we may be able to give you a discount on your Council Tax bill. To find out if you qualify for a discount we need to ask some questions about the carer.**

If the carer is full-time, they must satisfy the following conditions:

- be resident in the home where they are providing care
- must **NOT** be the spouse of the cared for person or the parent where the cared for person is under 18
- must provide care for more than 35 hours per week
- the cared for person must receive certain state benefits (see Part 1 for further details)

If you feel that a member of your household meets the conditions of the full-time carer, we need to find out more details about that person. There are two parts to this form:

- **Part 1** should be filled in by the full-time carer
- **Part 2** should be signed by you as the liable person (the person to whom the council tax bill is sent)

**A visit to your property may be undertaken.**

### Part 1 Full-time Carer's details (to be filled in by the full-time carer)

Carer's full name .....

Address .....

Name of person(s) being cared for ..... Date of Birth .....

When did you start providing care for the person? .....

Is the cared for person severely mentally impaired? Tick as appropriate Yes  No

What is the relationship to the person receiving care, if any? (i.e. sister, niece, etc)

Is the person in your care in receipt of any of the following? Tick the appropriate boxes:

Higher rate Attendance Allowance  The highest rate of the care component of a Disability Living Allowance

An increase in the rate of Disablement Pension  An increase in a Constant Care Attendance Allowance

Personal Independence Payment (PIP) - Standard or Enhanced rate - Daily Living Component

**Note: Evidence of these pensions/benefits should be enclosed with this form.**

Please turn over

**Please read the following carefully and sign the declaration below.**

**Your data** - We collect and maintain information about you for Council Tax, Water and Waste Water purposes in line with the Local Government Finance Act 1992. We share information with the DWP, HMRC, Sheriff Officers and a variety of other organisations all as allowed by law. This information is used across the Council, to ensure that we keep your name and address details accurate and up to date.

**National Fraud Initiative** - We have a duty to protect the public funds we administer. We will use the information you provide on our forms to help prevent and detect fraud. We will also share this information, for these purposes, with other organisations responsible for auditing or administering public funds.

More information about how we use and manage your information is available on our website at: [www.aberdeencity.gov.uk/your-data/privacy-notice/your-data-council-tax](http://www.aberdeencity.gov.uk/your-data/privacy-notice/your-data-council-tax). This page also has links to further information about your rights, and who to contact if you have a complaint about how we use your data.

If you have difficulty with any part of this form or if you require further details, please telephone Customer Services on 03000 200 292 (visit the Contact Us page on our website for up to date opening hours).

**Part 2 Declaration (To be signed by the liable person)**

I declare that the information on this application form is true and correct. I undertake to inform Revenues and Benefits of any change in circumstances as soon as the change occurs.

Signature ..... Date .....

**Thank you for completing this form. Please return it immediately to Revenues and Benefits,  
Aberdeen City Council, Business Hub16, Marischal College, Broad Street, Aberdeen AB10 1AB**