



S.R. CAWTHORNE B.A., C.P.F.A.

Director of Finance

Council Tax Account Number:

Name:

Date:

Address:

Council Tax - Reduction for Disabilities

The Council Tax (Reductions for Disabilities) Regulations 1992

A disabled person is defined as someone "who is substantially and permanently disabled whether by illness, injury, congenital deformity or otherwise".

If you, or someone who lives with you falls into this category and needs an extra room or extra space in your home because of a disability you may qualify for a reduction in your Council Tax bill. Any relief granted will be deducted from the Council Tax bill and it follows that the Council Tax payer is the person who must make the application. If you qualify for a reduction you will receive a bill showing a reduced charge. The amount of the reduction will be determined by reducing the band on your home to the one immediately below that shown in the valuation list. For example, a Band "D" property would receive a bill equivalent to a Band "C".

In order to qualify your home must be the sole or main residence of the disabled person and one of the following must be provided and be essential or of major importance, to the well being of the disabled person.

- an additional room other than a bathroom, kitchen or lavatory,
- a second bathroom or kitchen,
- sufficient floor space inside the property to allow for the use of a wheelchair.

It will help in the consideration of this application if the applicant can supply a note from a doctor, or other qualified professional, such as an occupational therapist or social worker, confirming that the disabled resident needs the extra space or room as stated overleaf. If, for any reason, you are unable to obtain such confirmation easily, then do not delay your application if you believe you are eligible for a reduction. However, if you are unable to give the information or there is other information requested the Council may subsequently ask for evidence in support of your application.

If you think you could qualify, please complete the application form below and return it to the Council Tax Section at the above address shown at the top of this information sheet.

If you require any help in completing this application form please contact the Council Tax Manager directly on 01932 425417.



S.R. CAWTHORNE B.A., C.P.F.A.

Director of Finance

Application for Disability Reduction

To be completed by the Council Tax payer in **BLOCK CAPITALS**
Please return completed form to Runnymede Borough Council.

Name of Disabled Person :

Address of Property :

Nature of Disability :

Are any of the following provided?

Please tick appropriate box

An additional room which **is not** a bathroom, kitchen or lavatory which is mainly used by, and is required for meeting the needs of the disabled person.

No

Yes

If yes, what is the room used for?

An additional bathroom or kitchen, which is not the only bathroom or kitchen within the dwelling, which is required for meeting the needs of the disabled person.

No

Yes

Extra floor space to allow the use of a wheelchair required for meeting the needs of the disabled person

No

Yes

Declaration: To be signed by the Council Tax Payer

I have read the notes overleaf and I declare to the best of my knowledge and belief that the above named person requires the facilities indicated to meet their needs. I understand that a Council Official may need to visit the property to verify this claim. I will inform the Director of Finance immediately if I have reason to believe that I am no longer entitled to the reduction.

Signed _____

Dated _____

Daytime telephone No. _____