

**To Be Returned To:**  
Perth & Kinross Council  
Executive Director (Housing & Community Care)  
PO Box 7300  
PERTH  
PH1 5WH  
Telephone No: (01738) 476000  
(Mon-Fri 8.45am to 5.00pm)  
Email: localtaxes@pkc.gov.uk  
Fax No: (01738) 475610



**COUNCIL TAX**  
**SINGLE PERSON DISCOUNT APPLICATION**

**EXPLANATORY NOTE**

Where there is only one adult (a person aged 18 years or over) living in a property then 25% Single Person Discount may be awarded.

An application for discount must be made by the person who is liable to pay Council Tax for the property, or an agent acting on his/her behalf. Any information given will be treated in the strictest confidence.

If you wish to apply for single person discount, please complete this form and return it to: **THE COUNCIL TAX UNIT, PERTH & KINROSS COUNCIL, PO BOX 7300, PERTH, PH1 5WH.**

Should you require any further information you may telephone a member of staff on (01738) 476000, or alternatively you may visit the **Reception at Pullar House, 35 Kinnoull Street, Perth.**

**PLEASE NOTE THAT SHOULD YOU QUALIFY FOR DISCOUNT, FORMS ARE ISSUED PERIODICALLY TO REVIEW YOUR CIRCUMSTANCES. AN OFFICER OF THE COUNCIL MAY CONTACT YOU WITH A VIEW TO ARRANGING A VISIT TO THE PROPERTY.**

**PLEASE COMPLETE SECTION A and B BELOW.**

**SECTION A:**

Name of liable person: ..... A/c Number: .....

Address: .....  
.....  
.....

How many adults reside in the above property?

If you are the only adult living in the property, provide the date this took effect from:

Date of Entry to the Property:

Daytime Telephone Number:

**SECTION B:**

I DECLARE THAT THE INFORMATION GIVEN ON THIS APPLICATION IS ACCURATE, AND UNDERTAKE TO NOTIFY YOU IMMEDIATELY IF THE CIRCUMSTANCES CHANGE.

**Signature:** ..... **Date:** .....

**DATA PROTECTION**

Any information you have provided will be used for the billing and collection of local taxes and the recovery of any unpaid debts due to the Council. Disclosures to third parties will only be made to agents employed by Perth & Kinross Council to recover unpaid debts and to those organisations with a legal right of access, e.g. Inland Revenue. This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud therefore it may also share this information with other bodies for these purposes.

In terms of the Data Protection Act 1998, you are entitled to know what information this Council holds about you, on payment of a fee of £10. Application should be made to the Executive Director (Housing & Community Care), 35 Kinnoull Street, Perth.