

To Be Returned To:
Perth & Kinross Council
Local Taxes
PO Box 7300
PERTH
PH1 5WH
Telephone No: (01738) 477430
(Mon-Fri 8.45am to 5.00pm)
Email: localtaxes@pkc.gov.uk



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.

You can apply for single person discount on-line at www.pkc.gov.uk/counciltax or complete this form and return it to the address above.

Should you require any further information you may telephone a member of staff on (01738) 477430, or alternatively you may visit the **Customer Services Point at Pullar House, 35 Kinnoull Street, Perth, PH1 5GD.**

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. HMRC. 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, e.g. Audit Scotland.

In terms of The Data Protection Act 1998, you are entitled to know what information Perth & Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Data Protection Officer, Blackfriars Development Centre, North Port, Perth, PH1 5LU. Phone 01738 477933 or email dataprotection@pkc.gov.uk

