

# Council Tax Support - Application for Council Tax 'Care Leaver' Reduction

If you need any help completing this form please  
phone the Council Tax Office on 01775 761161  
Please use BLACK CAPITAL LETTERS

Account Reference:

Property Reference:

Please see guidance notes overleaf.

Full name of applicant:

Address:

*(This must be in South Holland's area and the applicant must be liable (or jointly liable) for Council Tax at this address.)*

Postcode:

Telephone:

Age:

Date of birth:

## Declaration

I declare that the information given is correct to the best of my knowledge.

Your information will be processed in accordance with the law, in particular the Data Protection Act 2018. The information that you provide will only be used for Council purposes unless there is a legal authority to do otherwise.

If after you have returned this form, there are any changes to your circumstances, please inform the Council Tax Team within 21 days. Not declaring a change could result in you getting a financial penalty.

Signed:

Date:

Please now pass this form to your Barnardo's Leaving Care Worker who will complete and return the form to South Holland District Council.

See overleaf for details of how your information is used.

# To be completed by Barnardo's Leaving Care Service

I confirm that the applicant has left local authority care and is being supported by Barnardo's Leaving Care Service.

Signed:	<input type="text"/>	Full name:	<input type="text"/>
Position held:	<input type="text"/>	Telephone:	<input type="text"/>
Email address:	<input type="text"/>		

Please email a scanned copy of this application and supporting documentation to: [counciltax@sholland.gov.uk](mailto:counciltax@sholland.gov.uk), or return by post to SHDC, PO Box 8, Spalding, Lincolnshire, PE11 2XQ

## Guidance

South Holland District Council has decided it will reduce Council Tax bills for care leavers.

To qualify, you must:

- Have a Council Tax liability in your own name, or be jointly liable.
- Meet the age requirements:
  - From 1st April 2018 to 31st March 2024, the reduction applies to care leavers aged 18-21 years and will end on the care leavers 22nd birthday;
  - From 1st April 2024, the reduction applies to care leavers aged 18-24 years and will end on the care leavers 25th birthday.
- Have applied for, and been awarded all other discounts and reductions first, such as Student Discount or Exemption, Single Person Discount, Council Tax Support.

Applications for care leaver discount will be administered in conjunction with Lincolnshire County Council and Barnardo's Leaving Care Service.

You will need to complete the application form, and then pass it to your Barnardo's Leaving Care Worker who will complete the remainder of the form and send it back to us.

The reduction does not apply if the Council Tax bill is in someone else's name, for instance a friend, relative or landlord, but it will apply if you are jointly liable with someone else for Council Tax.

## Privacy Information

Your Council Tax information will be processed by Public Sector Partnership Services (PSPS) on behalf of the data controller, South Holland District Council. We require this information from you to allow us to fulfil our statutory duty for Council Tax collection, as defined in the Local Government Finance Act (1992), and our legal basis for processing your data is to fulfil this legal obligation. We may also share this information with departments within the council or other public bodies responsible for gathering statistical information, auditing or administering public funds, and with other suppliers we commission to support us with our duties. Please refer to our website [www.sholland.gov.uk/privacy](http://www.sholland.gov.uk/privacy) for full details relating to the processing of your information. This will include an explanation of your rights as a data subject, who we share information with and why, contact details (including for Data Protection Officers), and an explanation of our plans to retain your information.



SHDC, PO Box 8, Spalding, Lincolnshire PE11 2XQ  
Website: [www.sholland.gov.uk](http://www.sholland.gov.uk)  
Email: [counciltax@sholland.gov.uk](mailto:counciltax@sholland.gov.uk) | Tel: 01775 761161

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ALLOWANCE APPLICATION