

COUNCIL TAX – ANNEXE OCCUPIED BY A DEPENDENT RELATIVE EXEMPTION



Please fill in this form and return it to: Rother District Council, Post Handling Service, P.O Box 10665, Nottingham, NG6 6DZ

Telephone: (01424) 787000 **Fax:** (01424) 787755

E-mail: revenuesandbenefits@rother.gov.uk

Web: www.rother.gov.uk/counciltax

This exemption will only be awarded if the requested evidence is enclosed with the application

Your name and address: E-mail:	Council Tax account number:
	Address this form relates to (if different):

Please read the information over the page before you fill in your application

Your daytime telephone number	<input type="text"/>
Name of main Council Tax payer	<input type="text"/>
Name of the occupier of the annexe	<input type="text"/>
Relationship of person named above	<input type="text"/>

Reason for applying (please tick the relevant boxes)

The occupier of the annexe is:

- aged 65 years or more (Please supply evidence as stated overleaf)
- severely cognitively impaired (Please supply evidence as stated overleaf)
- substantially or permanently disabled (Please supply evidence as stated overleaf)

When do these conditions apply from?

Your signature

Date

Any changes in circumstances should be notified to the council within 21 days.

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Who can apply for the annexe occupied by a dependent relative exemption?

You can apply for the annexe occupied by a dependent relative exemption for dwellings which are the sole or main residence of someone who is dependent on a relative living in a separate unit within a single property. 'Dependent' and 'Relative' are clearly defined and a person must fulfil both criteria before we can grant the exemption.

What qualifies as 'dependent' and 'relative'?

Dependent means:

- aged 65 years or more, **or**
- severely cognitively impaired (he/she has a severe impairment of intelligence and social functioning (however caused) which appears to be permanent), **or**
- substantially and permanently disabled (whether by illness, injury, congenital deformity or otherwise).

Relative means:

- she / he is the spouse of that person, **or**
- she / he is that person's parent, child, grandparent, grandchild, brother, sister, uncle or aunt, nephew or niece, great-grandparent, great-grandchild, great-uncle, great-aunt, great-nephew or great-niece, **or**
- she / he is that person's great-great-grandparent, great-great-grandchild, great-great-uncle, great-great-aunt, great-great-nephew or great-great-niece

What evidence do I need to supply?

- If aged 65 years or more – A copy of their birth certificate.
- If severely cognitively impaired – A copy of the award letter for the allowances awarded to them.
- If substantially and permanently disabled – A copy of the award letter for the allowances awarded to them.

What happens if I qualify?

We will send you an adjusted bill showing the appropriate reduction within 10 working days of receipt of your documents.

This information can be made available in large print, Braille, audio/CD or in another language upon request.

Please telephone: 01424 787000 or

Email: revenuesandbenefits@rother.gov.uk

Data Protection Act – How we collect and use the information you give us.

We must protect the public funds we handle and so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information, for the same purposes, with other organisations which handle public funds.