

**LOCAL GOVERNMENT FINANCE ACT 1992
SCHEDULE 1- DISCOUNT FROM COUNCIL TAX
FOR PERSONS IN DETENTION**



PRIVATE & CONFIDENTIAL

Our Ref:
Telephone: 01452 396396
Email: revenues@gloucester.gov.uk
Website www.gloucester.gov.uk
Date:

A discount from Council Tax commencing on the date of detention has been claimed in respect of the person shown overleaf and I am informed that he/she is/was held in your establishment. Should that not be the case, please forward this letter to the appropriate establishment.

If you require any further information please contact Revenues Services on the number shown above.

APPLICATION FOR REDUCTION IN COUNCIL TAX FOR PEOPLE IN PRISON

A.

UPRN :

Name Reference No

(Block Capitals)

Date of birth Prison Service No

(where known)

Previous address

B.

1. Is/was this person held at your establishment? YES/NO
2. Specify date detention commenced

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3. Is/was the whole period of detention accounted for solely by non-payment of Council Tax or a fine? YES/NO
 * If YES, go straight to box C.
4. Date released from custody

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 or
 Current expected date of release on remission

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and, if applicable,
 The earliest date on which the above named might be released on parole

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5. Any other information *(include new address if known)*

C. DECLARATION:

Forms completed by

(Block Capitals)

Prison Service Establishment

(Block Capitals)

Prison Stamp: Date

Please complete form and return it to the address below.