

Council Tax – Carer

Please read the notes overleaf. This form should be completed in ink and block capitals by the liable person. The completed form should be returned to the Council Tax Team, East Lothian Council, Haddington, EH41 3HA

PART 1– Please supply the following information

Full name of carer	<input type="text"/>
Address of property where the carer is currently resident	<input type="text"/>
Name and home address of the person cared for	<input type="text"/>
Number of adults over 18 years residing in property	<input type="text"/>

PART 2 – Please tick a box where applicable

Does the carer provide care or support on behalf of a relevant body? Yes No
(see notes for clarification).

If yes, does the carer live in premises provided by that body for the better performance of his or her work? Yes No

If you have ticked both questions "Yes" go to Part 4, if not go to Part 3

PART 3 – Please tick a box where applicable

Is the carer employed by the person he/she is caring for? Yes No

If Yes, was the carer introduced to that person by a charity? Yes No

If Yes, does the carer live in premises provided by his/her employer for the better performance of his or her work? Yes No

Go to Part 4

PART 4 – Please answer all questions

a Is the carer employed to provide care or support? Yes No

b If Yes, how much per week is received in wages?

c For how many hours per week does the carer provide care or support?

d Does the carer provide care or support to a person who is not his/her spouse or child under 18? Yes No

e Does the carer live in the same dwelling as the person cared for? Yes No

f Enter the type of benefit the person cared for receives
(if none, state none).

Please enclose evidence of the benefit e.g. a copy of your award letter. Alternatively, you may call in person with the documents at any of our local offices.

Declaration

I declare that, to the best of my knowledge, the information given on this form is true and correct. I understand that it is an offence to knowingly make a false declaration. I understand that enquiries may be made to verify the information given. If awarded a discount I undertake to inform the Council within 21 days of any change in circumstances affecting the amount of Council Tax payable.

Signature _____ Date _____

Email _____ Daytime Tel _____ Mobile _____

Would you like your bills sent to you by email? YES / NO (Delete as appropriate)

NOTES

A "relevant body" (Part 2) means one of the following:

- The crown
- A charity
- A local authority

A person is the spouse of another person (Part 4d) if they are married to each other, or are not married to each other, but are living together as partners. In these circumstances, you would not qualify.

The benefits relevant to Part 4f overleaf are:

- Attendance Allowance (high rate)
- Care component of a Disability Living Allowance (high rate)
- Employment Support Allowance (support component)
- Increase in the rate of Disablement Pension
- Increase in a constant Attendance Allowance
- Universal Credit and Personal Independence Payment may include elements of the above.

In some instances, further conditions are attached before a decision can be made. In these cases, Council Tax may contact you to seek further information.

This form should be completed by the liable person and returned to:

Council Tax Team
East Lothian Council
Haddington
EH41 3HA

Failure to complete and return this form could result in the award of a Council Tax discount being delayed or cancelled.

If you wish to contact a member of the Council Tax Team, please phone 01875 824314 or visit www.eastlothian.gov.uk/counciltaxforms and complete one of our online forms. Alternatively, you can call in to one of our local offices from 9.00am to 4.30pm Monday, Tuesday and Thursday, 10.00am to 4.30pm Wednesday or 9.00am to 3.30pm Friday.

Dunbar Area Office – The Bleachingfield Centre, Countess Crescent, Dunbar EH42 1DX
Haddington Area Office – John Muir House, Brewery Park, Haddington EH41 3HA
Musselburgh Area Office – Brunton Hall, Ladywell Way, Musselburgh EH21 6AF
North Berwick Area Office – North Berwick Shared Facility, School Road, North Berwick EH39 4JU
Prestonpans Area Office – Prestonpans Shared Facility (Library), West Loan, Prestonpans EH32 9NX
Tranent Area Office – The George Johnstone Centre, 35 Winton Place, Tranent EH33 1AE

*East Lothian Council uses the personal data you provide for purposes associated with the delivery of our services. For more information go to: www.eastlothian.gov.uk/privacypct
Personal data will be retained in line with East Lothian Council's retention policies.
For more information contact Data Protection Officer, East Lothian Council, John Muir House, Haddington, EH41 3HA. Email: dpo@eastlothian.gov.uk*

For further information refer to our website www.eastlothian.gov.uk/counciltax