

## Council Tax - Claim for Exemption A Dependant Relative Occupying An Annexe

The amount of Council Tax payable is based on the assumption that there are two, or more, adults living in each property. An exemption may apply where the property remains empty for the reason stated below:-

A full exemption from payment of Council Tax may be available where a dwelling which forms part of a single property which includes at least one other dwelling is occupied by a dependant relative of the resident of that property.

If you think your property might qualify to be exempted, please supply the information requested below and return the completed form to **Freepost RBSANDWELL**

### Main Property Details:

<b>Account Number</b>	
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<b>Address</b>	
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<b>Name of Liable Person</b>	
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<b>Number of occupiers over 18</b>	
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<b>Can the property be let as two individual dwellings?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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### Annexe Details:

<b>Address of Annexe</b>	
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<b>Name of Occupier</b>	
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<b>Number of Occupiers over 18</b>	
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<b>Relationship of occupier of property to occupier of annexe</b>	
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<b>Age of dependant relative</b>	
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<b>Disability of dependant relative</b>	
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**DECLARATION - which must be completed by, or on behalf of, the liable resident**

I declare that the information given above is true and accurate to the best of my knowledge and belief. I undertake to notify the Revenues and Benefits Service of any change in circumstances, which could affect my entitlement to a Council Tax discount. I understand that a minimum £70 penalty can be imposed if any information supplied is found to be inaccurate.

Full Name \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Guidance Notes**

For the purposes of Class W, a property which

- (a) forms part of a single property (c) which includes another dwelling; and
- (b) may not be let separately from that other dwelling without a breach of planning control within the meaning of section 171A of the Town and Country Planning Act 1990(d).

For the purposes of Class W a person is to be regarded as the relative of another if-

- (a) he is the spouse of that person, or
- (b) he is that person's parent, grandparent, child, grandchild, brother, sister, uncle, aunt, nephew or niece or is the parent or child of such a person, and
  - (i) a relationship by marriage shall be treated as a relationship by blood,
  - (ii) a relationship between a man and a woman living together as husband and wife shall be treated as a relationship by marriage, and
  - (iii) the stepchild of a person shall be treated as his child.
- (c) he is that persons great-great-grandparent, great-great-grandchild, great-great uncle, great-great aunt, great-great nephew or great-great niece

For the purposes of Class W a relative shall be regarded as dependant if he is-

- (a) aged 65 years or more, or
- (b) severely mentally impaired within the meaning given in paragraph 2 of Schedule 1 of the Act, or
- (c) substantially and permanently disabled (whether by illness, injury, congenital deformity or otherwise).

**Please Note:** Where there is a legitimate reason to do so information which is collected for the administration of Council Tax may be shared with other departments within Sandwell Council.