

Dartford and Sevenoaks working together to deliver Revenues and Benefits Services

**REDUCTION FOR PEOPLE WITH DISABILITIES**

A person liable to pay Council Tax may apply for a reduction in the bill if the property is the residence of at least one person who is permanently and substantially disabled and in which is provided: -

- either** (i) a room other than a bathroom, kitchen or lavatory used predominantly by them and which is required for meeting their needs;
- or** (ii) a second bathroom/shower room or a second kitchen, which is required for meeting their needs;
- or** (iii) sufficient floor space inside the dwelling to permit the necessary use of a wheelchair

**AND** this provision is essential or of major importance to their well-being by reason of the nature and extent of their disability.

If the reduction is approved your Council Tax liability will be recalculated using the Council Tax Band attributable to one band lower than the band shown for your property in the Valuation List.

If you feel a reduction is appropriate, please complete the application form and return it to the Council Tax section. Please ensure that you provide a contact telephone number so that I can arrange a convenient date for an officer to visit you at home to assess your eligibility for this reduction. On occasions, it may also be necessary for your GP to provide confirmation of the disability. If this is needed we will advise you as soon as possible.

Revenues Services

## Contact

Please contact your local Council using the details below.

Dartford Borough Council  
Civic Centre, Home Gardens  
Dartford  
Kent  
DA1 1DR

**email:** [revenues@dartford.gov.uk](mailto:revenues@dartford.gov.uk)

**web:** [www.dartford.gov.uk](http://www.dartford.gov.uk)

Sevenoaks District Council  
PO Box 103  
Argyle Road,  
Sevenoaks  
Kent TN13 1YT

**email:** [revenues@sevenoaks.gov.uk](mailto:revenues@sevenoaks.gov.uk)

**web:** [www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk)

### PAY THE EASY WAY

Direct Debit is the easy way to pay your Council Tax. There are no cheques to write, no paperwork, no postage or overdue instalments.

Not only does it save you time and effort, you have a choice of four payment dates during the month and we can take your details over the phone or you can set the Direct Debit up online.

To set up a Direct Debit visit your Council's website [www.dartford.gov.uk/directdebit](http://www.dartford.gov.uk/directdebit) or [www.sevenoaks.gov.uk/directdebit](http://www.sevenoaks.gov.uk/directdebit)

## REDUCTION FOR PEOPLE WITH DISABILITIES

Name of liable person: \_\_\_\_\_ Account reference: \_\_\_\_\_

Property address: \_\_\_\_\_ Name of Disabled Person: \_\_\_\_\_

\_\_\_\_\_ Date of birth: \_\_\_\_\_

\_\_\_\_\_ Nature of disability: \_\_\_\_\_

\_\_\_\_\_

Contact telephone no: \_\_\_\_\_

### GROUNDINGS FOR APPLICATION

Please tick yes box if (i), (ii) or (iii) apply:

- (i) A room that is predominantly used by and required for meeting the needs of the disabled person  YES
  
- (ii) A second bathroom/shower room or kitchen required for meeting the needs of the disabled person  YES
  
- (iii) Sufficient floor space for the necessary use of a wheelchair indoors by the disabled person  YES

On what date do you consider (i), (ii) or (iii) came into effect? \_\_\_\_\_

Any other information you wish to add: \_\_\_\_\_

### DECLARATION:

I confirm that the named disabled person is a resident in this property and that the information given is correct to the best of my knowledge and belief. I will notify the Council if I believe I am no longer eligible for this reduction.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

After completion, this form should be returned to the Council Tax section. An appointment will be made with you to inspect the premises.

**DATA PROTECTION STATEMENT:** Your personal information will be held and used in accordance with the Data Protection Act 1998. The Council will not disclose such information to any unauthorised person or body but where appropriate will use such information in carrying out its various functions and services and may also share this information with other bodies administering or in receipt of public funds.