

Orkney Islands Council Council Tax – Application for Discount Member of Religious Community



You should complete this form if you wish to apply for a reduction in Council Tax if you are a member of a religious community.

Part 1 About you

Name _____

Address _____

_____ Postcode _____

To be eligible for a relief you must be able to answer Yes to the following question

Are you a member of a religious community?

To answer Yes, the principal occupation must consist of prayer, contemplation, education, the relief of suffering; or any combination of these.

Yes

No

If Yes, please describe the activities that you are principally involved in:

To be eligible for a relief you must be able to answer No to the following question

Do you have any income or capital of your own?

You must have no income or capital of your own (disregarding any income by way of a pension in respect of former employment).

No

Yes

To be eligible for a relief you must be able to answer Yes to the following question

Are you dependent on the community to provide for your material needs?

Yes

No

If Yes, please provide details

Please turn over

Part 2 Declaration

I declare to the best of my knowledge and belief that the information on this form is true and accurate and I will tell you about any change in circumstances that may affect my Council Tax. I understand that it is an offence to knowingly make a false statement and may be liable for prosecution or a fine.

Signature _____ Name (print) _____ Date ___/___/___

Please provide your email address or telephone number in case we need to contact you about your application. You do not have to tell us but it will help us to contact you quickly if we have any questions.

email address: _____ Telephone: _____

If the form is being completed by a member of staff on your behalf please print their name

How information about you will be used

We need the information on this form to determine if you are entitled to a Council Tax or Scottish Water (water and waste water) discount and to process your application. The Local Government Finance Act 1992 is the legal basis for the Council processing your personal information.

The information may be shared within the local authority, with other local authorities and Audit Scotland to detect and prevent fraud.

For more information about how we process information, how long we retain the information, or the right to complain please contact us or visit <http://www.orkney.gov.uk/Online-Services/privacy.htm>. If you are unable to access the Council's website you can request a paper copy from the Council. Users of smartphones can also scan the code below to access the information.



Please return the completed form to the Council Tax Section, Orkney Islands Council, Council Offices, Kirkwall, Orkney, KW15 1NY. Tel: (01856) 873535 Ext 2133 (Direct Dial 01856 886322), email: revenues@orkney.gov.uk website: <http://www.orkney.gov.uk/>

May 18

For official use only:

Ctax Ref _____ Issued ___/___/___ Input by _____ Date ___/___/___

Contact Details Updated _____