

Confirmation of Council Tax Status

Person detained in prison or hospital

Section1: Applicant Details

(Person detained in prison or hospital)

Question	Answer
Name of applicant	
Home address (inc. postcode) of applicant	
How many adults over 18 live in the applicant's home?	
Date detained	
Date sentenced (if relevant)	
Date of discharge/release (if known)	

Section2: Person completing the form

Please complete this section if completing on behalf of someone else. Please note that by signing this form you are taking personal responsibility to inform us, or ensure that the applicant informs us, of any changes in their circumstances within 21 days.

Question	Answer
Name	
Relationship to the applicant	
Legal basis for signing on behalf of applicant (e.g. Power of Attorney or Welfare guardian Include a copy as evidence) If you do not have legal powers we can still accept this application.	
Phone number	

Declaration

The information on this form is true and correct. I understand that it is an offence to knowingly make a false statement. The penalties include prosecution for fraud. I understand that enquiries may be made to verify the information given. If the applicant is awarded a discount, I will inform you within 21 days of any change in circumstances affecting the amount of Council Tax payable.

Signature _____

Date _____

Section 3 – Prison/hospital details

Question	Answer
Name	
Job role	
Address of prison/hospital	

Declaration

I certify that the applicant is detained in prison or hospital.

Signature _____

Prison/Hospital Stamp

Date _____

Return this to: Midlothian Council, PO Box 12956, DALKEITH, EH22 1YB

General Data Protection Regulation - We are asking for this information in accordance with provisions of the Council Tax (Administration and Enforcement) (Scotland) Regulations 1992 and Data Protection Act 2018. We will use this information to help us determine your liability for and to collect your Council Tax. More information at www.midlothian.gov.uk/privacy

Guidance:

A person is deemed to be in detention for Council Tax purposes if they are:

- Detained in a prison, hospital or any other place by virtue of an order of a court in the United Kingdom or a Standing Civilian Court established under the Armed Forces Act 1976;
- Detained under Part 11 or section 46, 47, 48 or 136 of the Mental Health Act 1983,(as amended);
- Detained under Part Part V or section 69, 70, 71 or 118 of the Mental Health (Scotland) Act 1984;(as amended);
- Detained under paragraph 2 of Schedule 3 to the Immigration Act 1971 (deportation)(as amended);
- Imprisoned, detained or in custody under the Army Act 1955, the Air Force Act 1955, or the Naval Discipline Act 1957 (subject to certain conditions).

The above paragraph does not apply to any person detained only under section 407 of the Criminal Procedure (Scotland) Act 1975 (imprisonment for the non-payment of a fine).