

Your ref
Our ref



Lichfield
District Council

**District Council House, Frog Lane
Lichfield, Staffordshire WS13 6YX**

Customer Services 01543 308900

Application for Exemption or Discount Disregard - Homes and Hospital's

Account Reference:

Property Address:

If the owner or tenants sole or main residence is permanently in a care home, hospital or hostel in which they are receiving care or treatment, and the property is left unoccupied, a 100% discount is available.

If other people remain living at the property, the adult who has moved to receive care will be disregarded. If this leaves only 1 adult resident at the property a 25% discount will be applied.

Name of person receiving care	
Name and address of care home or hospital	
Date of permanent admission	
Full name of any remaining occupiers at the property address.	

Is the named the owner or tenant of the property	
If rented, tenancy end date	



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MyStaffs App

If owned details of any other owners	
Is the property currently furnished or unfurnished	
If unfurnished date items were removed	

Contact address for all further correspondence and bills	
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DECLARATION:

I declare that the information given above is true and accurate to the best of my knowledge. I understand I must notify you of any change of circumstances which may affect any discount I receive within 21 days and failure to do so may result in a penalty being incurred. I understand it is a criminal offence to supply false information or receive a discount I am not entitled to.

You should continue to pay in accordance with your latest bill until you are notified of any decision.

Signature		Date	
Print			
Contact Number			
Email address			
If completed on behalf of the name person, please indicated relationship			

Data Protection and General Data Protection Regulation (GDPR)

The law allows us to process your ordinary personal data either because it is necessary to do so to perform a task carried out in the public interest, or in the exercise of official authority vested in us. Please read our privacy notice at www.Lichfielddc.gov.uk/rbprivacy on how we will use your personal data and who we may share it with.

