



HARBOROUGH DISTRICT COUNCIL

Revenues and Benefits Service, PO Box 10004, HINCKLEY, LE10 9EJ

Telephone: 01858 828282 Fax: 01455 619853

E-mail: counciltax@harborough.gov.uk Website: www.harborough.gov.uk

Date of Issue

Property Reference

Account Reference

Regarding Address

COUNCIL TAX - CHILD BENEFIT DISREGARD

General Details

Liable Person.....

Number of Adults resident in the property.....

Person(s) In Respect Of Whom Child Benefit Is Payable

Please enter below the names of persons in the household who you believe qualify for this disregard. You should provide the Child Benefit Reference Number and, if known, the last date on which Child Benefit is due to be paid.

SURNAME	FORENAMES	CHILD BENEFIT REFERENCE NO.	DATE BENEFIT CEASES

A COPY OF THE CHILD BENEFIT LETTER IS REQUIRED

Declaration

I declare that this information is correct and I will inform the Council Tax Office of any changes to the above details.

Signed _____ Date _____

Daytime Telephone Number (optional - in case of query) _____

How we will use your information

Your information will be used so that we can administer your account and collect Council Tax from you in accordance with the Local Government Finance Act 1992. Under Article 6(1) (e) of the General Data Protection Regulations, we are permitted to use data for our tasks; data protection law describes this legal basis for handling your information. It will be used by Harborough District Council and our partners to deliver and improve services and fulfil our statutory duties. We will not disclose any personal information to any other third parties unless required or allowed to do so by law. For further information about how your information is used and your rights to access information we hold about you, please contact Harborough District Council, The Symington Building, Adam & Eve St, Market Harborough LE16 7AG. Tel: 01858 828282. email: FOI@harborough.gov.uk or view our online privacy notice at <http://www.harborough.gov.uk/information>