



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 - HOSPITAL PATIENTS DISREGARD

(1) Name and Address of Liable Person

(2) Name of Applicant for Disregard

(3) Is your sole or main residence in a NHS Hospital OR a military, airforce or naval unit or establishment providing medical or surgical treatment?

YES NO

(4) Name and Address of Hospital

(5) Please give the date you first entered this Hospital

/ /

(6) Please give the date you expect to leave this Hospital

/ /

(7) Is the property (which you last occupied within Harborough District Council's area) going to be left unoccupied?

YES NO

(8) Who is now looking after the property? Name and Address

(9) Is this person the owner/tenant/other?

(10) Declaration: I declare that the information is correct and I will inform the Council Tax Office of any changes to the above details

Signed (Liable Person)

Date

Signed (Applicant for Disregard)

Date

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>