

Revenue & Support Services Council Tax Team

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Name & Correspondence Address

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Council Tax - Discount Application
Members of International
Headquarters/Defence Organisations

<p><i>Address of Property</i></p> <p>.....</p> <p>.....</p>

For a discount to be considered you must provide the information below, sign the declaration and return this form to the Council Tax Section.

1	Please give the number of people aged 18 years and over who normally live in your home including anyone who may qualify for a discount	
2	Does the person meet the qualifying criteria on the attached sheet	YES/NO
3	If YES, please supply the following details	
	• <i>Persons full name</i>	
	• <i>Full name of any dependants of this person aged 18 or over who also live in the property</i>	
	• <i>Name and address of the organisation to which the person belongs:</i>	
4	Please enclose a letter from the International Headquarters/Defence Organisation confirming your employment	

I declare that the information I have given is correct to the best of my knowledge.

<i>Name:</i>	<i>Signature:</i>	<i>Date:</i>
Please provide contact Telephone numbers and E-mail address		
Daytime	Evening	Mobile
E-mail address		

PLEASE NOTE: *The information supplied on this form will be used for the purpose(s) for which you have supplied it, and, where appropriate, will also be used by the Council in carrying out its various functions effectively. It will not be shared with other organisations unless we are required to do so by law. However the Council will always use or share information for the prevention or detection of crime, or the apprehension or prosecution of offenders*

YOU MUST TELL THE COUNCIL TAX SECTION OF ALL CHANGES WHICH MAY AFFECT YOUR RIGHT TO A DISCOUNT

Members of International Headquarters and Defence Organisations

Qualifying Criteria

People who work for International Headquarters and Defence Organisations, as designated under the International Headquarters and Defence Organisations Act, are not counted as living in a property for Council Tax purposes. This also applies to any dependants of these people.

The organisations concerned are those currently designated by an Order in Council under s.1 of the International Headquarters and Defence Organisations Act 1964, which are as follows:-

- The Supreme Headquarters Allied Powers Europe (SHAPE);
- The Headquarters of the Supreme Allied Commander Atlantic (SACLANT);
- The Headquarters of the Allied Commander in Chief Channel (CINCHAN);
- The Channel Committee (CHANCOMTEE);
- The Headquarters of the Commander of the Allied Maritime Airforce (COMMAIRCHAN);
- The Headquarters of the Commander in Chief of the Eastern Atlantic Area (CINCEASTLANT);
- The Headquarters of the Commander in Chief of the Maritime Air East Atlantic Area (COMMAIREASTLANT);
- The Headquarters of the Commander of Submarine Forces East Atlantic Area (COMSUBEASTLANT)
- The Headquarters of the Commander in Chief of UK Air Forces (CINCUKAIR).