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Council Tax

Single Person Discount

You only pay full Council Tax if there are two or more adults living in your property as their main residence.

If you are the only adult (aged 18 or over) living in the property as your main residence, your bill can be reduced by 25%.

How do I apply?

Complete the attached application form, write to the Customer Accounts section at Central Bedfordshire Council, or email us. You must confirm:

- Your name and the address where you want to apply for a discount
- That you are the only adult resident in the property
- The date you became the sole resident of the property
- If someone has moved out, their name and where they have moved to

How long will the discount last?

The discount will continue for as long as you remain the only adult living in the property.

The following types of changes may affect your discount and you should let us know if:

- Another adult comes to stay with you and this is their main home
- A child reaches the age of 18
- You leave the property on a permanent basis.

Even though you may no longer be entitled to a single person discount, you may still qualify for an alternative reduction to your bill.

You must tell Central Bedfordshire Council if you are no longer entitled to claim this discount. You must do this, in writing, within 21 days if your circumstances change.

We review all Single Person Discounts each year. We may write to you and ask you to complete a review form – if you receive a review form, please complete and return it as soon as you can.

If you do not complete your review, your discount will be cancelled.



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Frequently asked questions

My partner is a member of the armed forces or works away and only comes home occasionally. Can I claim a Single Person Discount?

No. Your home is still treated as your partner's sole and main residence because there is an intention to return to the property as part of the family unit.

A friend is coming to stay for a short period. Do I lose my Single Person Discount?

No. They will not be considered as part of your household as they have a main residence elsewhere.

My daughter has just turned 18 but studies at college. Do I lose my Single Person Discount?

This will depend on where she will be living. If she will be away living in Halls of Residence or other accommodation then you can claim the Single Person Discount. If she will continue to live with you then you cannot claim a Single Person Discount – however you may be entitled to a Student Discount. Please download a student discount form from our website, or contact us to have one sent to you.

I have two homes. Can I apply for a Single Person Discount on both?

No. You will need to confirm which home is your main home, and we will award the Single Person Discount if you are the only adult living there.

Contact us...

by telephone: 0300 300 8306

by email: customer.accounts@centralbedfordshire.gov.uk

on the web: www.centralbedfordshire.gov.uk/counciltax

Write to Central Bedfordshire Council, Watling House,
High Street North, Dunstable, Bedfordshire, LU6 1LF



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Application

Single Person Discount

Customer Accounts

Central Bedfordshire Council
Watling House
High Street North
Dunstable
Bedfordshire
LU6 1LF

Full name

Address

Telephone number (optional)

Email address (optional)

Council Tax reference number

What date did you become the sole resident?

Have you become the sole resident because someone has moved out? Yes No

If **Yes**, please provide the full name(s) of the person or people leaving and their forwarding address(es)

If you do not provide a forwarding address we may not be able to grant a discount

Are you applying for a discount due to other changes in circumstance? Yes No

If **Yes**, please provide details

Is anybody likely to return to this property or reach the age of 18 within the next 3 years?

Yes No

If **Yes**, please provide details including relevant names and dates of birth

Do you have another home, address or property? Yes No

If **Yes**, please provide details

Declaration

I am the only adult (18 years old or over) resident in the property detailed at the top of this application form and will notify you within 21 days if the circumstances giving rise to the discount change.

Signed

Date