



Revenues & Benefits
P O Box 4749
SHREWSBURY
SY1 9GH

Contact: Revenues Section
Tel: 0345 6789002
Email: council.tax@shropshire.gov.uk
Ref:
Date:

Dear Sir/Madam,

Council Tax Discount / Exemption

Please read these notes carefully before completing the application form

The form on the reverse should only be completed where a property is occupied by at least one person who is severely mentally impaired. Please note that part of the form needs to be completed by a registered medical practitioner (such as a doctor) which includes their full name, position and address of the practice.

The full council tax assumes that there are at least two adults living in a property. If only one adult lives in a property as their main home, the council tax will be reduced by 25%.

Certain categories of persons such as those classed as SMI are disregarded for the purpose of awarding council tax discount. If all but one resident is disregarded as SMI the tax will be reduced by 25%. If all residents are classified as SMI then the property is classed as exempt.

More information can be found on our website which is:

<https://www.shropshire.gov.uk/council-tax/discountsdisregards-exemptions-and-reductions-for-disabilities/>

If awarded, a council tax discount will apply for as long as the circumstances remain the same. You should advise the Council immediately of any changes. Failure to notify the Council within 21 days or to falsely apply for discounts/exemptions may lead to a penalty of £70.00. The Council will periodically review your entitlement to discount.

Thank you for completing this form.

Application for Council Tax Discount / Exemption - SMI

Name of person making application	
Name of person classed as SMI	
Council Tax Reference Number	
Address	
Start date for discount / exemption	

A person is disregarded for council tax if he or she is SMI and is stated to be such in a certificate from a registered medical practitioner.

They must also be entitled to one of the following state benefits.

- a) Incapacity Benefit**
- b) Attendance Allowance**
- c) Severe Disablement Allowance**
- d) The care component of a disability living allowance payable at either the highest or middle rate**
- e) An increase in the rate of disablement pension**
- f) A disability working allowance**
- g) An unemployability supplement**
- h) A constant attendance allowance**
- i) An unemployability allowance**
- j) Income Support where the applicable amount includes a disability premium**
- k) Employment and Support Allowance**
- l) Personal Independence Payment (PIP) Daily living component at either the standard or enhanced rate**
- m) Universal Credit (UC) where the person has limited capability for work or limited capability for work and work related activity**

Please tick to confirm that you are enclosing proof of the qualifying state benefit,
We will not be able to process the application without this

How many adults are resident in the property?	
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Please list the adults resident in the box below indicating who are carers and who are SMI

(Please continue on a separate sheet if necessary)

Name of Resident	SMI Y/N	Carers Y/N

Please ensure a registered medical practitioner (such as a doctor) signs the declaration below.

Declaration by a Registered Medical Practitioner: I declare that (the above named has a severe impairment of intelligence and social functioning (however caused) which appears to be permanent and should therefore be classed as severely mentally impaired.

Address of Practice.....

..... **Effective date of impairment**.....

Full Name of Medical Practitioner who has signed below

Signed.....**Position**.....**Date**.....

Declaration by applicant:

I declare that the information stated above is true to the best of my knowledge. I understand that I must contact the Revenues Section within 21 days if my circumstances change.

Signed.....**Full Name**.....

Date.....**Telephone Number**.....

Email Address.....

Please tick this box if all council tax payers for this account agree to receive their council tax bills via the above email address instead of receiving paper bills