



**Revenues**  
**White Cliffs Business Park**  
**Dover**  
**Kent CT16 3PF**

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**LOCAL GOVERNMENT FINANCE ACT 1992**  
**Application for Exemption from Council Tax**  
**On grounds that the sole resident is in prison**

Council Tax Reference Number .....

Applicant's Name .....  
(i.e. the name of the Council Tax payer)

Applicant's Address .....  
.....  
.....

Full name of the person in prison .....

Date of Birth and Prison Number .....

Name and address of prison  
.....  
.....  
.....

Sentence start and end dates .....

I confirm that the circumstances as shown overleaf apply and I therefore make application for exemption from Council Tax

Signed ..... Dated .....

Please return this form as soon as possible to the Council Offices, Dover District Council, White Cliffs Business Park, Dover, Kent CT16 3PF

***You have a legal obligation to notify Dover District Council within 21 days if you are no longer, or were never eligible for the exemption, once you have been notified of the assumption of entitlement. Failure to do so may result in a £50.00 penalty.***

The owner or tenant must be detained in a prison, a hospital or other place of detention.

The person detained must be the only occupier and must be detained by an order of the court, or is custody under military law, remanded in custody, even if not actually held in prison, but does not include instances where an arrested person has not been remanded by a court.

Imprisonment for non-payment of fines or non-payment of council tax does not give rise to exemption.