



**COUNCIL TAX DISCOUNT/EXEMPTION APPLICATION FORM –  
MEMBERS OF VISITING FORCES & DIPLOMATS**

**Reference Details**

**Name:**

**Address:**

**Council Tax reference (if known):**

To help the council work out the correct council tax bill for this property, I would be grateful if you would answer these questions.

1) How many people over 18 live here

2) What is/are the name(s) and status of the member of a visiting force/diplomat

Name	Status e.g. owner/tenant/lodger

3) Do you have any adult dependants?

Yes/ No

4) If no, please go to question 6

5) If yes, please confirm the full names and relationship to the member of visiting force or diplomat and their nationality.

Name of Occupier	Relationship	Nationality

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**Address** Harrow Council, Council Tax, PO Box 731, Harrow, HA3 3RG

**Web** [www.harrow.gov.uk](http://www.harrow.gov.uk)

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6) **Visiting Forces:** Which visiting force do they work for? Please provide the full name and address? Please provide a copy of your certificate provided under S11 of the Visiting Forces Act 1952.

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7) **Diplomats:** Please provide the full name and address of the organisation together with details of the position within the organisation. Please provide evidence of this status..

Name & Address of Organisation	Position Held

**Please sign and return this form to the Council Tax Office.**

**DECLARATION**

**I declare that the information I have provided on this form is correct and complete to the best of my knowledge and belief. I understand that it is a criminal offence to make a statement or representation that I know to be incorrect or to provide documentation that is false.**

**I understand that if I make a statement or representation that I know to be incorrect or provide documentation that is false, I may be prosecuted.**

**Signed:**

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**Date:**

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**Full Name:**

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**Address:**

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It would be helpful if you would give your telephone number in case we need to ask for more information.

**Telephone Number:**

**Email Address:**

If you have any problems answering these questions, please contact the council tax office straight away on 020 8901 2610, we will do our best to help.

Thank you.

**PLEASE NOTE MAKING AN APPLICATION FOR A DISCOUNT OR EXEMPTION IS NOT GROUNDS FOR NON PAYMENT OF COUNCIL TAX. PAYMENT MUST CONTINUE TO BE MADE IN ACCORDANCE WITH THE BILL ALREADY ISSUED UNTIL YOU HAVE RECEIVED CONFIRMATION THAT THE REQUEST HAS BEEN GRANTED.**

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