

If you or your partner are under 60, we won't count the first £6,000 of your savings or investments (or both). If you have more than £6,000, we will add £1 a week to your income for every £250 or part of £250 you have over £6,000. So, if you have £6,600, we will count that as an extra income of £3.

Other people living with you

If you have a child you do not get Child Benefit for, or another adult living with you, you may get less Council Tax Benefit. We will think they pay towards the council tax, even if they don't. We will treat them as non-dependants.

How much Council Tax Benefit will I get?

If you get income-related Income Support, Jobseeker's Allowance, Incapacity Benefit or Employment and Support Allowance, you will normally get the maximum amount of benefit, with any non-dependant charges taken off.

Help and advice

You can get help and advice at our offices or by phoning us. If you want independent help or advice, we can give you a list of local organisations that can help.

Haddii aad u baahantahay macluumaad ama macluumaad dheeraad ah, telefoon kagala soo xidhiidh lambarka hoose, ama shakhsi ahaan u kaalay mid ka mida xafiisyada hoos ku sjilan. Waxa kale oo lagu siiyay saacadaha aannu furannahay

چنانچہ شما احتیاج بہ کمک و یا اطلاعات بیشتر دارید، لطفاً با خدمات درآمد ہانسلو بوسیله تلفن یا شمارہ زیر، و یا بطور شخصی با مراجعہ بہ ہر یک از دفاتر نوشتہ شدہ در لیست زیر، تماس بگیریڈ۔ ساعات کاری ما نیز در اختیار شما گذاشتہ شدہ است۔ خدمات ترجمہ می تواند ترتیب دادہ شود، ولی شما باید بہ م وقت دہید کہ مترجمی را فراہم نمائیم۔

ਜੇ ਤਮਨੇ ਸਫ਼ ਅਥਵਾ ਵਧੂ ਸਾਫ਼ਿਤੀ ਯੋਠੰਤੀ ਢੇਖੋ ਤੋ, ਮਫ਼ੋਰਆਨੀ ਡਰੀ ਡਾਠ੍ਹਿਸਕੀ ਡੇਵਨ੍ਯੂ ਸਵਿੱਸੀਠਨੇ ਨੀਢੇ ਆਪੇਠਾਂ ਡੇਵਿਠੋਨ ਨੰਬਰ ਪਰ ਸੰਪਰਕ ਡਰੋ ਅਥਵਾ ਨੀਢੇ ਯਠਾਵੇਠੀ ਅਮਾਰੀ ਡਾਠ੍ਹਪਠ ਅੰਡ ਆਠਿਸਮਾਂ ਡੁਠਡੁ ਆਵੀਨੇ ਮਠੋ। ਅਮਾਰੀ ਆਠਿਸਮਾ ਖੁਠਠਵਾਨਾ ਸਮਠੋ ਪਠ ਨੇਮਾਂ ਆਪੇਠਾਂ ਡੇ। ਗੁਠਰਾਤੀ ਡੁਠਾਠਿਠਾ ਪਠ ਡਾਠਰ ਖਠ ਖਡੇ ਡੇ ਪਠ ਠੰਡਰਿਠਿਠਰੀ ਘੋਠਵਠ ਡਰਵਾ ਮਾਠੇ ਤਮਾਰੇ ਅਮਨੇ ਘੋਡੋ ਸਮਠ ਡੇਵੋ ਪਠਠੇ।

यदि आपको सहायता या अधिक जानकारी चाहिए तो कृपया हाउंज़लो रैवेन्यू सर्विसिज़ को नीचे दिए फोन नंबर पर फोन करें या नीचे लिखे हमारे किसी भी ऑफिस में जाएं। हमारी ऑफिस के खुलने के समय भी दिए गए हैं। हम अनुवाद भी कर सकते हैं परन्तु हमें अनुवादक का प्रबंध करने के लिए आपको हमें कुछ समय देना पड़ सकता है।

ਜੇਕਰ ਤੁਹਾਨੂੰ ਮਦਦ ਜਾਂ ਹੋਰ ਜਾਣਕਾਰੀ ਚਾਹੀਦੀ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੰਸਲੋ ਰੈਵੇਨਿਊ ਸਰਵਿਸਿਜ਼ ਨੂੰ ਹੇਠ ਦਿੱਤੇ ਨੰਬਰ ਤੇ ਫੋਨ ਕਰੋ ਜਾਂ ਹੇਠਾਂ ਦਿੱਤੇ ਦਫ਼ਤਰਾਂ ਵਿੱਚੋਂ ਕਿਸੇ ਇੱਕ 'ਚ ਆਪ ਆ ਕੇ ਮਿਲੋ। ਦਫ਼ਤਰਾਂ ਦੇ ਖੁਲ੍ਹਣੇ ਦਾ ਸਮਾਂ ਵੀ ਦੱਸਿਆ ਗਿਆ ਹੈ। ਪੰਜਾਬੀ ਬੋਲਣ ਵਾਲੇ ਦਾ ਪ੍ਰਬੰਧ ਵੀ ਹੋ ਸਕਦਾ ਹੈ ਪਰ ਇਸ ਲਈ ਤੁਹਾਨੂੰ ਪਹਿਲਾਂ ਸਾਨੂੰ ਦੱਸਣਾ ਪਵੇਗਾ।

اگر آپ کو مدد یا مزید معلومات درکار ہیں، تو براہ کرم ہاؤس لوی ریوین्यू سروسز سے یا تو نیچے دیئے ہوئے فون نمبر پر رابطہ کریں، یا ہمارے دفاتر کی وی ہوئی سروسٹ میں سے کسی ایک دفتر میں ذاتی طور پر جا کر ملیں، ہمارے دفتری اوقات بھی بیان کئے گئے ہیں۔ اگر وترجمہ میا کیا جاسکتا ہے، لیکن اس کیلئے آپ کو ہمیں اتنا وقت دینا ہوگا کہ ہم آپ کیلئے ترجمان زبان کا انتظام کر سکیں۔

Revenues Services offices

Hounslow

The Civic Centre, Lampton Road, Hounslow TW3 4DN
Opening hours: 9am to 4.15pm Monday to Friday

Feltham

St Catherine's House, 2 Hanworth Road,
Feltham TW13 5AB
Opening hours: 9am to 4.30pm Monday to Friday

Brentford

58/59 Brentford High Street, Brentford TW8 0AH
Opening hours: 9am to 4.30pm Thursday and Friday

Langdale Centre

240 Summerwood Road, Isleworth TW7 7QN
Opening hours: 9am to 4.30 pm
Monday, Wednesday and Friday
Lunch 1pm to 2pm

Call Centre – open from 9am to 5pm Monday to Thursday, 9am to 4.45pm Friday
Phone: **020 8583 4242**



Accessible formats and translations:

ترجمہ کی مفت سہولت اور باہاں تری مڈت سے وا
انوراد کی سولت سے وا ترجمہ سے وا مڈت سے وا

020 8583 2299

Chief Executive's Directorate, London Borough of Hounslow
Civic Centre, Lampton Road, Hounslow TW3 4DN.
Email: curevenues@hounslow.gov.uk
Telephone: 020 8583 4242

www.hounslow.gov.uk

Printed on recycled paper
Communications Jan 2010

Council Tax & Council Tax Benefit

Help with paying your council tax



Council tax

If you are on a low income we may be able to help you pay your council tax. Below are some of the ways we may be able to help you do this.

Second Adult Rebate

Second Adult Rebate is for people who cannot get help with their council tax, but who have other people living with them who are on a low income. To get it, you must be the person that pays council tax for your home.

How can I claim Second Adult Rebate?

You can fill in a form online at www.hounslow.gov.uk/index/online_forms.html.

Or, you can write to:

PO Box 355, Lampton Road,
Hounslow TW3 4PJ.

How much Second Adult Rebate will I get?

The most Second Adult Rebate you can get is normally 25% of the full council tax bill before we take off any discounts. However, if there is a student in your house you may (in some cases), get a full discount. The amount you get depends on the gross weekly income (how much you earn before tax and National Insurance are taken off) of the other people in your house.

Other ways we can reduce your council tax

- Discounts
- Exemptions
- Reductions if you are disabled

What is council tax discount?

You can get a 25% discount if you are the only adult living in the property. We also do not count some adults when we look at how many adults are living in the property before we give a discount.

Adults we do not include are:

- full-time students;
- people with serious mental-health problems or learning difficulties;
- carers;
- some 18 and 19-year-olds you get Child Benefit for; and
- people who are in prison.

Visit our website for more information on discounts: www.hounslow.gov.uk/index/advice_and_benefits/council_tax/ct_discounts.html.

What are council tax exemptions?

When a property is empty, it may be 'exempt' from council tax. This means that nobody is responsible for paying council tax for that property. Some properties may be exempt even when people are living in them, for example, if all the people living in there are full-time students.

You can find more information on exemptions by visiting our website at: www.hounslow.gov.uk/index/advice_and_benefits/council_tax/ct_exemptions.html.

What are council tax reductions for people with disabilities?

We may reduce your council tax if you are a disabled person that uses a wheelchair in your home or if you have an extra room that has been adapted to meet your needs. We will write to your doctor about your medical condition.

How can I claim a discount, exemption or reduction?

You will need to fill in a form to claim one of these. You can fill in the form on our website at: www.hounslow.gov.uk/index/online_forms.html.

Or you can write to:

Revenue Services
PO Box 355, Lampton Road,
Hounslow TW3 4PJ.

You may be able to claim Council Tax Benefit

When you claim Council Tax Benefit we need to know:

- your income and savings, unless you receive income-related Employment and Support Allowance, Income Support or income-based Jobseeker's Allowance; and
- your family circumstances, including details about who lives with you.

You will need to provide proof of your and your partner's National Insurance number and proof of your and your partner's identity (for example, with a passport, birth certificate or driving licence). You won't have to do this if you get Income Support, Jobseeker's Allowance, Incapacity Benefit or Employment and Support Allowance.

What counts as income?

If you get income-related Income Support, Jobseeker's Allowance, Incapacity Benefit or Employment and Support Allowance, we don't need to know about your income. For anything else, we need to know about any income you or your partner get. When you claim you will need to provide proof of all your income.

Types of income

- Earnings, wages or salary from your job. We will need to see your last five payslips (if you are paid every week) or your last two payslips (if you are paid every month). If you don't have payslips we can give you a form which your employer can fill in.
- Any pension from your or your partner's previous employer.
- Annuities (an income that you receive from an amount you have invested with an insurance company).
- Any rent you get from a lodger or subtenant. You will also need to provide proof of all your savings. This list does not cover everything.

Types of savings

- Bank accounts
- Building society accounts
- Post Office savings account
- PEPs, TESSAs and ISAs
- Stocks, shares and unit trusts
- Cash
- Property or land you own, but not the home you live in.
This list does not cover everything.

Normally, if you have savings over £16,000 you are not entitled to claim Council Tax Benefit. This does not stop you from claiming Second Adult Rebate.