

## Council Tax Benefit – COULD I QUALIFY?

If your weekly assessable income, calculated overleaf, is less than that shown in the column relevant to your circumstances (shown below), you should apply for Council Tax Benefit.

### 'BASIC CHART'

Which category do you fall into?	Your Council Tax Band 2012/2013								
	**A**	A	B	C	D	E	F	G	H
Single person under 25	118.21	130.60	142.99	155.38	167.77	192.55	217.34	242.12	279.29
Single person aged 25 to 59	132.96	145.35	157.74	170.13	182.52	207.30	232.09	256.87	294.04
Single parent with one child	215.35	227.74	240.13	252.52	264.91	289.69	314.48	339.26	376.43
Single parent with two children	280.34	292.73	305.12	317.51	329.90	354.68	379.47	404.25	441.42
Single parent with three children	345.33	357.72	370.11	382.50	394.89	419.67	444.46	469.24	506.41
Single parent with four children	410.32	422.71	435.10	447.49	459.88	484.66	509.45	534.23	571.40
<b>These calculations are based on single parents being over 18 years of age, child/ren over 1 year of age</b>									
Couple aged 18 to 59	173.41	185.80	198.19	210.58	222.97	247.75	272.54	297.32	334.49
Couple with one child	255.80	268.19	280.58	292.97	305.36	330.14	354.93	379.71	416.88
Couple with two children	320.79	333.18	345.57	357.96	370.35	395.13	419.92	444.70	481.87
Couple with three children	385.78	398.17	410.56	422.95	435.34	460.12	484.91	509.69	546.86
Couple with four children	450.77	463.16	475.55	487.94	500.33	525.11	549.90	574.68	611.85
<b>These calculations are based on couples being over 18 years of age, and child/ren over 1 year of age</b>									

\*\*A\*\* – Band A property with Disabled Banding Relief

### Please note: the information in this Leaflet is for guidance only

- When you apply for Council Tax Benefit you must submit proof of your identity and evidence of income and capital (savings, investments, other assets)
- If you have savings, investments and/or total assets of **£6000.01 to £15999.99**, this will reduce the amount of Council Tax Benefit you may be entitled to. For more information, contact your local Council Tax Benefit Office/Service Point
- The figures used above for **a single person** have been calculated **after deducting 25% single occupancy discount**
- If you have people living with you who are 18 years and over, your Council Tax Benefit may be reduced. Deductions from Benefit depend on their circumstances. Further information can be obtained from your local Council Tax Benefit Office/Service Point. (Please also enquire about SECOND ADULT REBATE)
- Please note that the above figures are based on Council Tax charges for The Highland Council and are for guidance only

**You are encouraged to apply for Council Tax Benefit if you think you may qualify. You have nothing to lose by applying – only the time it takes to complete an application form**

## Council Tax Benefit for Non Pensioners

Sochair Cìs Comhairle  
do Dhaoine nach eil air a' Pheinnsean



Tha thu nas fheàrr dheth faighinn a-mach

Contact your local Housing Benefit/Council Tax  
Benefit office or local Service Point to find out if  
you're missing out...

## Are you losing out?

Anyone liable to pay Council Tax (or their partner) can apply for Council Tax Benefit.

Your Benefit is worked out by comparing your assessable income with allowances set by Central Government. Those allowances are dependant on the personal circumstances of your household membership (see '**Quick Assessment**' opposite).

If you are not already receiving Council Tax Benefit, then:

- look at your Council Tax bill and check the **ANNUAL** Council Tax charge (**excluding** Water and Sewerage charges)
- divide the **ANNUAL** Council Tax charge by 52 to obtain the weekly charge
- work out your assessable income in the '**Quick Assessment**' table, (opposite). If it is less than the figure shown in the '**Basic Chart**', (overleaf), which best represents your circumstances, then please apply for Council Tax Benefit.

### Please Note:

#### **CAPITAL > £16,000**

If you have savings, assets or investments of more than £16,000, you are not eligible for Council Tax Benefit.

#### **CAPITAL (£6,000 to £15,999)**

See notes overleaf.

#### **SECOND ADULT REBATE**

If you are solely liable to pay Council Tax and do not qualify for Council Tax Benefit, but you have another adult (**not partner**) or adults living with you who are on low income, please contact your Council Tax Benefit Office/Local Service Point and get advice on SECOND ADULT REBATE. (This does not apply to lodgers or sub-tenants).

## Quick Assessment

### This can help you work out whether you may get Council Tax Benefit

Add together the following:

#### **INCOME:**

Your weekly State Benefit	£	.....
Partner's weekly State Benefit/Pension	£	.....
Your weekly net pay	£	.....
Partner's weekly net pay	£	.....
Any other income received by you or your partner (weekly amount)	£	.....
<b>Total income</b>	£	.....

#### **DEDUCTIONS:**

#### **Now deduct your registered childminder**

**costs** (up to £175 a week for one child <15 or £300 a week for two children <15) £ .....

#### **If you are working, deduct the following**

Single	£5	
Couple	£10	
Single parent	£25	£ .....

#### **Also deduct the following**

#### **(if you receive, and have included them as income above):**

Attendance Allowance	£	.....
Child Benefit	£	.....
Disability Living Allowance	£	.....
War Disablement Pension	£	.....
Maintenance Payments received	£	.....
<b>Total deductions</b>	£	.....

**YOUR WEEKLY ASSESSABLE INCOME** £ .....

(Your total income less deductions)

**Now check your assessable income with chart overleaf**

## Contact Points

Please note that this leaflet is a guide only and may not include all the relevant information you need. If you wish to obtain further information, advice or guidance, please contact the Council Tax Benefit Offices by telephoning **Freephone 0800 393811** or your nearest Service Point:

Service Point staff are available to assist at:

<b>Acharacle</b>	<b>Fortrose</b>	<b>Lairg</b>
<b>Alness</b>	<b>Fort William</b>	<b>Lochcarron</b>
<b>Ardersier</b>	<b>Gairloch</b>	<b>Lochinver</b>
<b>Aviemore</b>	<b>Golspie</b>	<b>Mallaig</b>
<b>Bettyhill</b>	<b>Grantown on Spey</b>	<b>Muir of Ord</b>
<b>Bonar Bridge</b>	<b>Helmsdale</b>	<b>Nairn</b>
<b>Broadford</b>	<b>Hilton</b>	<b>Portree</b>
<b>Brora</b>	<b>Invergordon</b>	<b>Tain</b>
<b>Dingwall</b>	<b>Inverness</b>	<b>Thurso</b>
<b>Dornoch</b>	<b>Kingussie</b>	<b>Ullapool</b>
<b>Durness</b>	<b>Kinlochleven</b>	<b>Wick</b>
<b>Fort Augustus</b>	<b>Kyle</b>	

### How do you apply? - Application forms can be obtained by either:-

- Contacting the Housing Benefit/Council Tax Benefit Office by telephoning **Freephone 0800 393811**
- Visiting your nearest Service Point, a list of Service Points is detailed above
- Downloading the form from The Highland Council website
- To request this information in an alternative format e.g. **large print**, Braille, computer disc, audio tape or suitable language, please contact:

Customer Services  
Business and Technical Support  
01463 702036