



# Bracknell Town Council

BROOKE HOUSE, HIGH STREET, BRACKNELL RG12 1LL  
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## **TELEVISION LICENCE GRANT SCHEME FOR RESIDENTS AGED 65 – 74 YEARS AND DISABLED PERSONS**

**In line with the State Pension age the TV Grant will come into effect from the 65<sup>th</sup> birthday. To be eligible for a £30 grant towards the cost of a television licence, the applicant must be:**

Resident in the Parish of Bracknell and have been resident in Bracknell for at least a year  
**AND**

65 years old or over\* on the date of application and working 16 hours or less per week

**OR**

Permanently disabled (or sharing a household with someone who is permanently disabled) and in receipt of a disability related pension / benefit

*The Television Licence must be valid for a minimum of 10 months from the date of application and must be in the name of the person claiming the grant. Payment will be by Electronic Banking, which will be paid on the Friday of the week the grant is claimed.*

### **You are not eligible:**

if you have a partner / family member living in the same household who is in paid employment for more than 16 hours per week

**OR**

if you are living in the same household as others in full-time employment (e.g. lodgers / housemates)

**OR**

you are a resident in sheltered accommodation in respect of which a communal licence scheme is applicable

*People in receipt of Pension Credit who receive a free television licence are not entitled to claim the grant.*

**PROOF OF PURCHASE IS REQUIRED.** Direct Debit purchasers may print off their new Licence from the TV Licensing website [www.tvlicensing.co.uk/yourlicence](http://www.tvlicensing.co.uk/yourlicence) alternatively they may choose to have their Licence details checked on-line at Brooke House by Council staff at the time of application.

**TV licence grant scheme applications are dealt with by personal application at Brooke House - Monday to Friday inclusive from 9.00 a.m. - 4.00 p.m.**

*To apply for your Grant see over:*

*This is a scheme operated by Bracknell Town Council. People living in other parts of Bracknell Forest i.e. Warfield, Winkfield, Binfield, Crowthorne and Sandhurst DO NOT qualify as the scheme is paid for out of that part of the Council Tax which is collected on behalf of Bracknell Town Council.*

**TO MAKE YOUR FIRST CLAIM FOR YOUR TV LICENCE GRANT, YOU MUST BRING IN**

- 1. **A valid (10 months to go) TV Licence** – if you pay by Direct Debit please print off and bring in your licence or be prepared to have your Licence checked on-line
- 2. **Your ‘old’ TV licence** - your Licence number is needed to view your ‘new’ licence on-line
- 3. **Proof of Age** – Birth Certificate, passport or driving licence
- 4. **Photo Identity** – e.g. Driving Licence, Passport, Edge Card etc.
- 5. **Proof of residence in Bracknell Parish** - e.g. utility bill, bank statement etc. from the previous year
- 6. **Completed Application Form**
- 7. **Disabled persons only:** All the above plus proof of disability pension / benefit entitlement.

**TO MAKE A SUBSEQUENT CLAIM, YOU MUST BRING IN**

- 1. **Your valid (10 months to go) TV Licence** – if you pay by Direct Debit please print off and bring in your licence or be prepared to have your Licence checked on-line.
- 2. **Your old TV licence if you have one** - which has been stamped by Bracknell Town Council. *If you do not have your old ‘stamped licence’ please bring in one form of photo ID.*
- 3. **Completed Application Form.**

**APPLICATION FORM**

*Under the Data Protection Act the information collected on this form will only be used in relation to the Television Licence Grant Scheme and will not be disclosed to any third party. This information may be used to check your Licence on-line.*

FULL NAME: .....

FULL ADDRESS: .....

..... POST CODE: .....

DATE OF BIRTH: ..... AGE ..... TEL. NO: .....

TELEVISION LICENCE NO : .....

NEW TELEVISION LICENCE EXPIRY DATE : .....

ARE THERE ANY OTHER PERSONS LIVING IN THE SAME HOUSEHOLD AND IN EMPLOYMENT OF 16 HOURS OR MORE? **YES / NO**

BANK ACCOUNT HOLDER..... SORT CODE: .....

ACCOUNT NUMBER ..... NAME OF BANK .....

**DECLARATION**

I wish to apply for a grant towards the cost of my television licence. I confirm that the conditions shown over apply to me and certify that the information I have given is correct. I undertake to notify Bracknell Town Council of any change in my circumstances which might affect this application.

**SIGNED** ..... **DATED**.....

**Privacy Policy**

A copy of our privacy policy is available on our website [www.bracknelltowncouncil.gov.uk](http://www.bracknelltowncouncil.gov.uk) or at our offices. It sets out how BTC uses and protects any information that you give us when applying for your grant. We may change this policy as required, so you should check this page from time to time to ensure that you are happy with any changes. This policy is effective from May 2018

**OFFICE USE ONLY:**

<i>ID , Proof of Age and Residence seen</i>	<i>Initials</i>	
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**Yearly No.**