



# Bracknell Town Council

BROOKE HOUSE, HIGH STREET, BRACKNELL RG12 1LL  
Telephone 01344 420079 E-mail: [enquiries@bracknelltowncouncil.gov.uk](mailto:enquiries@bracknelltowncouncil.gov.uk)

## **TELEVISION LICENCE SCHEME FOR SENIOR CITIZENS AND DISABLED PERSONS**

**To be eligible to receive a grant towards the cost of a television licence, the applicant must:**

Live in the Parish of Bracknell and have been resident in Bracknell for at least a year and a day.

- i) Be 65 years old or over\* on the date of application and working 16 hours or less per week.
- ii) Be permanently disabled (or sharing a household with someone who is permanently disabled) and in receipt of an appropriate pension / benefit.
- iii) The Television Licence must be in the name of the person claiming the grant (65 or permanently disabled).

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 the communal £5 licence scheme is applicable

*\*any pensioner who is eligible for a grant and who is shortly to be 75, will receive a grant proportional to the number of months that must be paid before a free licence is issued.*

**Application should be made as soon as possible  
AFTER the licence has been purchased.**

**The grant will usually only be available in the first month after a new  
licence is issued.**

**Payment will be by personal cheque.**

**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 A NEW CLAIM FOR YOUR TELEVISION LICENCE GRANT, YOU MUST BRING  
IN WITHIN ONE MONTH OF THE LICENCE BEING ISSUED:**

1. **Your new TV Licence** – if you pay by Direct Debit please bring your new licence and payment statement.
2. **Your old TV licence if you have one**
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.
6. **Disabled persons only:** All the above plus proof of disability pension / benefit entitlement.
7. **Completed Application Form.**

**TO MAKE A SUBSEQUENT CLAIM, YOU MUST BRING IN WITHIN ONE MONTH OF THE  
LICENCE BEING ISSUED:**

1. **Your new TV Licence** – if you pay by Direct Debit please bring your new licence and payment statement.
2. **Your old TV licence** - which has been stamped by Bracknell Town Council  
*If you do not have your old 'stamped licence' full proof as for a New Claim must be supplied.*
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.**

FULL NAME: .....

FULL ADDRESS: .....

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

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

NEW TELEVISION LICENCE EXPIRY DATE : .....

TELEVISION LICENCE NO : .....

DETAILS OF OTHER PERSONS LIVING IN THE SAME HOUSEHOLD AND IN EMPLOYMENT OF 16 HOURS OR LESS. (mark NONE, if not applicable)

NAME: ..... HOURS WORKED: .....

RELATIONSHIP TO APPLICANT .....

**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.....

**OFFICE USE ONLY:**

<i>ID and Proof of Age and Residence seen</i>	<i>Initials</i>	
---	-----------------	--

--

**Cheque No.**

**Yearly No.**