

How to Pay

ANNEXE 13

Direct Debit

Call us on (01273) 291291 and we can arrange this over the phone for you. Please have your bank details ready when you call.

Internet payments

You can pay via the Internet using your debit card by logging on to the Council's website at www.brighton-hove.gov.uk and following the on- screen instructions.

Debit card payments (24-hour automated system)

You can pay over the phone using your debit card, any time, any day by calling us on 01273 291908 (you will need your Council Tax account number and your debit card to hand).

Credit card

You can pay over the phone using your credit card, by calling us on 01273 291291 (Monday to Friday 8.30 a.m. to 5.00 p.m.)

Paying by post

Send a cheque to Brighton & Hove City Council, PO Box 2929, Priory House, Brighton BN1 1PS. Cheques should be payable to "Brighton & Hove City Council". (Please ensure that you write your address and account number on the back of your cheque).

Post Office or PayPoint outlet

You will need your barcoded Council Tax bill to make a payment.

If you pay through a Post Office or PayPoint there will be a delay before the Council receives your payment, which could mean instalments being automatically cancelled. **Because of this you are advised to make your payment directly to the Council.**

Enquiries

Council Tax

If you have any questions about this reminder, it is very important that you contact us now to discuss it. You can either:

- phone the Revenues section on (01273) 291291, (Monday - Friday 8.30am to 5.00pm)
- call in at our enquiry counter at Priory House, Bartholomew Square, Brighton, (Monday - Friday 8.45am to 4.30pm)
- write to Revenues section, P.O. Box 2929, Priory House, Brighton BN1 1PS.
- email us at council.tax@brighton-hove.gov.uk

Council Tax Benefit

If you live on a low income, you might be entitled to help with your Council Tax bill. Any further delay will reduce your entitlement. Please ensure you maintain your arrangement whilst your claim is being assessed.

- phone the Benefit section on (01273) 292000, (Monday - Friday 9.00am to 5.00pm)
- call in at our reception at Lower Ground Floor, Priory House, Bartholomew Square, Brighton, (Monday/Tuesday/Thursday/Friday 9.00am to 4.00pm & Wednesday 1.00pm - 4.00pm)
- write to Benefits section, P.O. Box 2929, Priory House, Brighton BN1 1PS.
- email us at housing.benefits@brighton-hove.gov.uk.

