

4. Have you asked the landlord to reduce the rent?
What was the outcome?
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5. Have you tried to find cheaper accommodation?
Is there any reason why you could not move to a cheaper accommodation?
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- a) How much notice would you have to give?
- b) When does your current tenancy end?

6. Do you have any relatives or friends who could help you? Could they provide you with accommodation, if only temporarily? Could they, or anyone who lives with you, help you with the rent?
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7. Do you, or a member of your family, have any disabilities or health problems?
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8. Have you recently been bereaved?
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9. Do you have any rent arrears?
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10. Do you have any other debts (HP, loans, fines, etc)? Please give details

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11. What are your weekly expenses (food, gas and electricity, etc.)? If any of these expenses are unusually high, please tell us why (please send proof)

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12. If you are receiving Income Support or Job Seekers Allowance please give details of your income and capital

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13. Do you have any savings or property (including holiday homes or timeshares) abroad?

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14. Is there anything else you think we should know?

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Declaration

Please read these notes carefully and sign in the box below

The Council can prosecute anybody who gives us false information or documents about their claim or anybody who keeps claiming Discretionary Housing Payments after their circumstances have changed in a way which would affect whether they would receive the award.

- This is my claim for assistance toward my Housing Rent or Council Tax or both.
- I will tell you if the information on any letter you send me is incorrect.
- The information I have given is true and complete.
- You can check any information relevant to my claim. This includes sending a Certificate of Earnings direct to my employer if required.
- I am not claiming Housing Benefit or Council Tax Benefit, or receiving Discretionary Housing Payments for any other address.
- I understand that you may contact the Home Office, Benefit Agency or Employment Service to check the information I have given on the form and to get other information.
- I understand the Local Authority may use the information provided on this form to prevent and detect fraud, and share the information with other organisations which handle public funds.
- I will write to you straight away if there are any changes in my circumstances so that you can recalculate my claim for Discretionary Housing Payment.

Examples of this include: coming off Income Support, getting a pay rise, and people moving in or out of my home. If I do not, and I get too much assistance, the Council can ask me to pay it back. I may also be prosecuted under the Social Security Administration (Fraud) Act. 1997

Claimant's
Signature:

Date

Partner's
Signature:

Date