



Application for a Discretionary Housing Payment



Name :

Address:

Benefit Reference:..... Tel No:
(optional)

If you are struggling to pay your rent and or Council Tax, you may wish to seek independent legal housing and/or debt advice. You may also wish to seek assistance in completing this form.

If you only receive Council Tax Benefit, please go to question 10

1. Did you enquire about the Local Housing Allowance rates or request a Pre-tenancy Determination before moving into your accommodation? If no, please explain why.

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2. Could you afford the rent when you moved in?

Yes No

3. Have you considered moving to cheaper accommodation?

Yes No

Give reasons for either answer:

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4. Have you considered other accommodation for example Housing Association properties?

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5. Have you asked your landlord about reducing your rent?

Yes

No

Give reasons for either answer:

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6. Are you in arrears with your rent?

Yes

No

If yes, provide proof.

7. Has your landlord started action to recover the arrears?

Yes

No

If yes, provide proof.

8. How much notice do you have to give your landlord should you vacate?

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9. Does your landlord provide any special facilities?

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10. Why did you choose to live at this address?

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11. Do you or anyone else who lives with you have any disabilities or health issues?

Yes

No

If Yes, give details.:

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12. Have you contacted The Citizens Advice Bureau or any other voluntary/statutory organisation or your own local Council's Welfare Benefits Officer (if they have one) to make sure you are claiming all the benefits you are entitled to? If yes, what advice did they give you?

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13. Have you contacted any debt counselling or debt support agency to request help and advice with money management? If yes, what advice did they give you?

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14. Do you have any friends or relatives who could help you financially or with temporary accommodation?

Yes No

15. Are there any other adults who live with you who could help you financially?

Yes No

What contribution can you afford to make towards your rent and or Council Tax yourself each week?

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16. What action will you take if your Discretionary Housing Payment application is unsuccessful?

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19. Discretionary Housing Payments are short term awards. What steps are you taking to ensure you can meet your housing costs in the future?

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20. Please give below any information that you think we should know that might help your application. You should also submit any supplementary information such as medical evidence to support your application.

We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties, or give information to them to check the accuracy of information, to prevent or detect crime or to protect public funds in other ways as permitted by law. These third parties include Government Departments and Local Authorities.

Declaration

I confirm that the information I have given in this statement is true. I undertake to:

- Inform the Benefits Office immediately if there is any change in my circumstances that may affect any Discretionary Housing Payment I have been awarded.
- Repay any amount of a Discretionary Housing Payment I have been overpaid.

Your Signature :.....**Date :**

**Please return this form to your local Council’s Benefits Service at:
Benefits Services, PO Box 70, Ryedale House, Old Malton Road,
Malton, YO17 7ZL,**

Total carried forward
To Column 'B'

Total Outgoings

Total Weekly Income £

Total Weekly Outgoings £

Balance £

Do you or your partner have any savings?

Yes

No

Provide statements covering the latest 2 months of transactions for each account held. We also need to see evidence of any shares, bonds ISAs, trusts or other investments held.

PLEASE PROVIDE PROOF OF EXPENDITURE