

Housing benefit financial statement

You have asked us to look again at the amount we are taking from your weekly housing benefit to repay your outstanding overpayment.

The housing benefit regulations allow us to take set amounts from your housing benefit each week to repay any outstanding overpayments. If the amount we are deducting is causing you financial hardship we may be able to reduce the amount we are taking from your housing benefit. So that we can decide how much to deduct from your housing benefit each week, please complete and return this form. The address that you need to return the form to will be shown on the letter or leaflet that came with the form.

Filling in the form

- Please write clearly in black ink.
- **Part 2 – Income section.** Fill in all of the boxes that apply to you telling us how much money you (and your partner if you have one) receive. In the 'How often' boxes tell us how often you receive these amounts, for example, every week, fortnightly, once every four weeks or once a month.
- **Part 3 – Expenses section.** Fill in all of the boxes that apply to you telling us about the money that you (and your partner if you have one) pay out. In the 'How often' boxes tell us how often you pay these amounts, for example, every week, fortnightly, once every four weeks or once a month. If you can provide proof of any money that you or your partner pay out (for example a recent bill or bank statements) this will help us with our decision.

Part 1 Applicant's details

For office use only:

Claim reference

Date received in office

Title

Last name

First name

Address

Postcode

National Insurance number

Daytime telephone number

Please use black ink to complete this form

If you are having any problems completing this form you can contact us on **0300 1234 121**

Part 2 Income – Please use this section to tell us about your household income

My income

Source	Amount	How often
Net Earnings, Sick Pay, Maternity Pay		
Jobseeker's Allowance		
Income Support		
Child Benefit		
Child Tax Credit		
Working Tax Credit		
State Retirement Pension		
Private / occupational pension		
Pension credit		
Incapacity benefit / employment support allowance (ESA)		
Disability living allowance - care		
Disability living allowance - mobility		
Attendance allowance		
Carer's allowance		
Maintenance (including CSA payments)		
Money from family		
Housekeeping money from other people in the household		

My partner's income

Source	Amount	How often
Net Earnings, Sick Pay, Maternity Pay		
Jobseeker's Allowance		
Income Support		
Child Benefit		
Child Tax Credit		
Working Tax Credit		
State Retirement Pension		
Private / occupational pension		
Pension credit		
Incapacity benefit / employment support allowance (ESA)		
Disability living allowance - care		
Disability living allowance - mobility		
Attendance allowance		
Carer's allowance		
Maintenance (including CSA payments)		
Money from family		
Housekeeping money from other people in the household		

Any other income (please tell us below what this is, how much you receive and how often you receive it)

Part 3 Expenses – Please use this section to tell us about the money that you pay out. If you have a partner, any amounts that they pay should also be included.

Expense	Amount	How often	Expense	Amount	How often
Rent (the total amount charged by your landlord)			School expenses / clubs		
Council tax (total amount charged)			TV licence		
Shopping (food, toiletries, cleaning materials etc)			Sky / cable / digital TV		
Phone (landline)			Internet		
Phone (mobile)			Loan repayments		
Personal / health Insurance			Credit card payments		
Home insurance			Hire purchase		
Medical prescriptions/ optical / dental costs			Shopping club		
Water rates			Catalogue payments		
Gas			Newspapers / magazines		
Electricity			Works / private pension (payments made by you)		
Other household fuel			Regular savings		
Court Fines			Subscriptions		
Maintenance / child support (paid out)			Cigarettes / tobacco		
TV / video hire			Alcohol		
Car petrol / diesel			Entertainment / eating out		
Car insurance			Arrears of rent		
Car road tax			Arrears of council tax		
Car maintenance			Arrears of water rates		
Travel expenses (bus / train / taxi)			Arrears of gas		
Clothing			Arrears of electricity		
School dinners			Arrears of phone		

Any other expenditure (please tell us below what this is, how much you pay and how often you pay it)

I have filled in this form and declare that to the best of my knowledge, the information I have given is true and complete. I understand that the information I have given in this form may be checked against other records held by Cornwall Council.

Signed

Date

It is important to us that your needs are met.

If you need this information in another format or language please contact:

Cornwall Council, County Hall, Treyew Road, Truro TR1 3AY

Telephone: 0300 1234 100

Email: enquiries@cornwall.gov.uk

www.cornwall.gov.uk

(Please do not send benefit forms to this address)

