

**Application for Direct Payments of Benefit to the Landlord where the tenant is in arrears with the rent**

**To be completed by the landlord and landlord's agent where the tenant has built up rent arrears**

Claim Ref:

1 Tenant's name:

2 Tenant's address:

3 Landlord's name:

4 Landlord's address:

5 Amount of rent charged and the frequency (e.g. calendar monthly, weekly):

6 Amount of arrears to date. Evidence will need to be provided to support this statement (e.g. rent book showing the arrears, letters sent to the tenant):

7 Period the arrears cover:

8 Action taken by the landlord to recover the arrears to date: (e.g. letter written, visit to tenant). Evidence will need to be provided to support this statement

9 Reason given by tenant for the arrears:

10 How will you ask the tenant to pay the arrears to you? (e.g. weekly at £5)

If we agree to make payments directly to you then these will be made directly into your bank account. If you do not currently receive Housing Benefit payments from us then we will need your bank account details and evidence that this is your account, such as a paying in book or letter from the bank.

Sort Code:

Account Number:

Name of the account:

Signed:

Date: