

A claim form for housing benefit and council tax benefit

Isle of Wight Council Offices, Broadway, Sandown, PO36 9EA Tel: (01983) 823950



Name, address and postcode

	For official use only	Date received
	Hb ref:	
	Date issued	
	Date of request	
	Issuing officer	

If you are just claiming second adult rebate, only fill in part 1, part 3 and part 18 of this form.

If you need to contact the Benefits section direct or would like to request a home visit because you are unable to leave your home, please telephone (01983) 823950.

Housing benefit

If you pay rent to a private landlord or housing association you may be able to get housing benefit.

Council tax benefit

If you pay the council tax bill you may be able to get council tax benefit. If you want to claim housing benefit or council tax benefit or both, please fill in this application form.

Please indicate which benefit you wish to claim

Housing benefit

☐

Council tax benefit

☐

Second adult rebate

☐

Second adult rebate

If you are responsible for paying the council tax but share your home with other adults (none of the adults can be your partner or a tenant or lodger) who are on low incomes, you may be entitled to second adult rebate, regardless of your own income. If you want to claim second adult rebate only, please complete parts 1, 3 and 18 of this form.

Please make sure you answer all the questions. Answer all yes or no questions by putting a 'X' in the relevant box. **You will find detailed notes to help you fill in this form on page 34.**

Supporting evidence

If you fill in this form correctly with all the evidence required we will process your claim more quickly. Original documents must be provided. Photocopies are not acceptable. **(However, if you do not have all the evidence required, please do not delay returning this form as you can normally only get benefit from the Monday following your claim).** We will write to you if we need to ask you for more evidence. It is important that you do not delay making your claim.

Please send your completed form to the above address with correct postage otherwise it may delay receipt of your claim. Alternatively see additional notes for a list of offices you can visit in person to hand in your form and any supporting evidence.

If you have difficulties completing the form, please contact us on (01983) 823950. A visiting officer is available if you are housebound. You must answer every question. Some need a cross but others need a written answer. Please write in black ink.

Do not delay returning this form – you may lose benefit

Part 1 About you and your partner

Please answer all these questions

Do you have a partner who normally lives with you? No ☐ Yes ☐

By partner we mean someone you are married to, have a civil partnership with or live with as if you were married. If you have a partner you must answer all the questions about them, as well as about yourself.

If you do not have a partner and are aged under 35, please confirm if you have at any time previously lived in a homeless hostel for a total period of 3 months or more? No ☐ Yes ☐ If yes we may ask for details.

	You	Your partner
Surname or last name	<input type="text"/>	<input type="text"/>
Other names	<input type="text"/>	<input type="text"/>
Any other names you have used	<input type="text"/>	<input type="text"/>
Title (Mr, Mrs, Ms, Miss, other)	<input type="text"/>	<input type="text"/>
Address you wish to claim for, including flat, room or caravan number and postcode	<input type="text"/>	<input type="text"/>
Do not tell us your partner's address if it is the same as yours.	Postcode <input type="text"/>	Postcode <input type="text"/>
Do you currently reside at this address?	No <input type="checkbox"/> When are you due to move in? <input type="text"/> / <input type="text"/> / <input type="text"/>	
	Yes <input type="checkbox"/> When did you move to this address? <input type="text"/> / <input type="text"/> / <input type="text"/>	
Date of birth	<input type="text"/>	<input type="text"/>
Date partner moved in	<input type="text"/>	
Your daytime telephone contact number	<input type="text"/>	
You do not have to tell us this but it could help us deal with your claim more quickly if you do.		
National Insurance number	<input type="text"/>	<input type="text"/>
You can find this on letters from social security or the tax office. We normally cannot decide your claim without it.	If you do not have a National Insurance number, or cannot find it, cross this box <input type="checkbox"/>	If your partner does not have a National Insurance number or cannot find it, cross this box <input type="checkbox"/>

We must see proof of your identity and National Insurance number. See the checklist at Part 19 for advice on what you can use as proof.

Do you have your own mortgage? Yes ☐ No ☐

Do you own or rent jointly with another person?

Yes ☐ No ☐

If yes, tell us their name(s) and relationship to you

Part 1 About you and your partner – continued

Are you the only person over the age of 18 living in this property? Yes ☐ No ☐

If you are the only adult in the property who is counted for council tax purposes, you may be entitled to a 25 per cent discount. You may get this discount regardless of your income. You can get the discount as well as any benefit you are entitled to.

	You	Your partner
Have you or your partner claimed housing benefit or council tax benefit before?	No <input type="checkbox"/> Yes <input type="checkbox"/> When did you claim? / / Which council did you claim from? What name did you claim in? What address did you claim for? Postcode	No <input type="checkbox"/> Yes <input type="checkbox"/> When did they claim? / / Which council did they claim from? What name did they claim in? What address did they claim for? Postcode
Have you told the council that paid your benefit that you have moved?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
If you have moved home in the last 12 months, tell us your last address.	 Postcode	 Postcode
Were you the home owner, a private tenant, a council tenant or a boarder at this address?		
Have you or your partner come to live in England, Northern Ireland, Scotland, Wales, the Republic of Ireland, the Channel Islands or the Isle of Man in the last 2 years?	No <input type="checkbox"/> Yes <input type="checkbox"/> We will write to you about this.	No <input type="checkbox"/> Yes <input type="checkbox"/> We will write to you about this.
What is your nationality?		

Part 1 About you and your partner – continued

	You	Your partner
If your nationality is not British, on what date did you last enter the UK? The UK is England, Northern Ireland, Scotland and Wales.	/ /	/ /
Are you or your partner in hospital at the moment?	No <input type="checkbox"/> Yes <input type="checkbox"/> When did you go in? / /	No <input type="checkbox"/> Yes <input type="checkbox"/> When did they go in? / /
	When will you come out (if you know this)? / /	When will they come out (if they know this)? / /
Do you or your partner get Disability Living Allowance?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? Care: £ Mobility: £	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? Care: £ Mobility: £
Do you or your partner get Attendance Allowance?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Does anyone get Carer's Allowance for looking after you or your partner?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Who receives this payment?		
Have you or your partner ever claimed Carer's Allowance?	No <input type="checkbox"/> Yes <input type="checkbox"/> Still cross 'Yes' if you were not paid any Carer's Allowance. This could have been because you were better off getting another social security benefit.	No <input type="checkbox"/> Yes <input type="checkbox"/>
Do you or your partner contribute towards the upkeep of a student?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much do you pay? £ How often? Every	No <input type="checkbox"/> Yes <input type="checkbox"/> How much do they pay? £ How often? Every
Do you or your partner have a vehicle from a mobility scheme?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>

Part 1 About you and your partner – continued

Has your home been built or adapted for people with disabilities?

No ☐

Yes ☐

Are you or your partner a student?

No ☐

No ☐

By student we mean anyone who is attending a course of study at an educational establishment, including student nurses.

Yes ☐

Yes ☐

Do you study full time or part time?

Do they study full time or part time?

Full time ☐ Part time ☐

Full time ☐ Part time ☐

How much of your income is taken into account when working out your grant?

How much of their income is taken into account when working out their grant?

£ a year

£ a year

Type of course, eg A Level, BTEC.

What is the duration time of your course?

Years

Years

What year of study are you in?

Please cross if you or your partner are:

• an apprentice

☐☐

• on youth training

☐☐

• in legal custody

☐☐

• severely mentally impaired

☐☐

• registered blind

☐☐

• long-term sick or disabled

☐☐

We will contact you if we need any more information.

If you are claiming council tax benefit only, please state who owns the property.

Part 2 About children

You may be able to get more benefit if there are children in your household and they are:

- under 16;
- aged 16 or 17 and registered for work or youth training; or
- aged 16, 17, 18 or 19 and in education doing a course not higher than GCE A-level, SCE Higher level or GNVQ (advanced), or on government approved training.

Are you or your partner expecting a baby?

Yes ☐

No ☐

Due date

/ /

Are there any children in your household as described above?

No ☐

Go to part 3

Yes ☐

Part 2 About children – continued

If there are more than 3 children, use a separate sheet of paper to tell us all the information we ask for on this page.

If you are sending a separate sheet of paper, cross this box. ☐

	First child	Second child	Third child
Last name	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other names	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of birth	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>
What is the child's sex	<input type="text"/>	<input type="text"/>	<input type="text"/>
The child's relationship to you	<input type="text"/>	<input type="text"/>	<input type="text"/>
The child's relationship to your partner	<input type="text"/>	<input type="text"/>	<input type="text"/>
Usual address if different from yours	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child Benefit number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Who gets the Child Benefit for them? We need to see proof of this.	<input type="text"/>	<input type="text"/>	<input type="text"/>
Is the child registered blind?	No <input type="checkbox"/> Yes <input type="checkbox"/> We need to see evidence of this.	No <input type="checkbox"/> Yes <input type="checkbox"/> We need to see evidence of this.	No <input type="checkbox"/> Yes <input type="checkbox"/> We need to see evidence of this.
Are any of the above due to leave school / college in the next twelve months ?	No <input type="checkbox"/> Yes <input type="checkbox"/> Please give details <input type="text"/>		
Does the child get Disability Living Allowance?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? Care: £ <input type="text"/> Mobility: £ <input type="text"/> We need to see evidence of this.	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? Care: £ <input type="text"/> Mobility: £ <input type="text"/> We need to see evidence of this.	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? Care: £ <input type="text"/> Mobility: £ <input type="text"/> We need to see evidence of this.

Part 2 About children – continued

Do you pay a registered childminder, nursery or after-school club any childminding costs for this child?

No ☐

Yes ☐

Tell us the name and registration number of the minder.

No ☐

Yes ☐

Tell us the name and registration number of the minder.

No ☐

Yes ☐

Tell us the name and registration number of the minder.

How much do you pay a week?

£

How much do you pay a week?

£

How much do you pay a week?

£

Term time

£

£

£

Holiday time

We need to see evidence of this.

We need to see evidence of this.

We need to see evidence of this.

Part 3 About other people who live with you

Do any adults usually live with you and your partner?

By adults we mean people over 16 who nobody gets child benefit for.

No ☐ Go to Part 4.

Yes ☐ Give details below.

Now tell us about all the people who usually live with you and your partner.

If you want to tell us about more than 3 people, use a separate sheet of paper.

If you are sending a separate sheet of paper, cross this box. ☐

First person

Second person

Third person

Last name

Other names

Date of birth

National Insurance Number

Their relationship to you or your partner

Some examples are aunt, brother, daughter, father, grandson, grandmother, stepdaughter, joint tenant, joint owner, subtenant, lodger or friend.

Part 3 About other people who live with you – continued

	First person	Second person	Third person
Do they get Income Support or income-based Jobseeker's Allowance or Employment Support Allowance income related?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Do they get Pension Credit either guaranteed or savings?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Do they get Disability Living Allowance or Attendance Allowance?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week
Are they registered blind?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Are they a full-time student, a student nurse, a care worker, an apprentice or on youth training?	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us which. <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us which. <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us which. <input type="text"/>
Do they pay rent or money for board and lodgings to you or your partner?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <input type="text"/> a week
Does this include money for food or heating?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Are they severely mentally impaired?	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>
Are they in legal custody at the moment?	No <input type="checkbox"/> Yes <input type="checkbox"/> When are they expected to come out? <input type="text"/> / <input type="text"/> / <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> When are they expected to come out? <input type="text"/> / <input type="text"/> / <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> When are they expected to come out? <input type="text"/> / <input type="text"/> / <input type="text"/>
Are they in hospital at the moment?	No <input type="checkbox"/> Yes <input type="checkbox"/> When did they go in? <input type="text"/> / <input type="text"/> / <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> When did they go in? <input type="text"/> / <input type="text"/> / <input type="text"/>	No <input type="checkbox"/> Yes <input type="checkbox"/> When did they go in? <input type="text"/> / <input type="text"/> / <input type="text"/>

Part 3 About other people who live with you – continued

Do they normally work for 16 hours or more a week?

When will they come out (if you know this)?

/ /

When will they come out (if you know this)?

/ /

When will they come out (if you know this)?

/ /

No ☐

Yes ☐ Tell us their earnings before any deductions.

£

We need to see evidence of their earnings.

No ☐

Yes ☐ Tell us their earnings before any deductions.

£

We need to see evidence of their earnings.

No ☐

Yes ☐ Tell us their earnings before any deductions.

£

We need to see evidence of their earnings.

First person

Second person

Third person

Do they have any other income at all?

This includes any benefits or allowances you have not told us about on this form and interest from savings and investments.

No ☐

Yes ☐ Name of first other income.

How much is it before deductions?

£ a week

Name of second other income.

How much is it before deductions?

£ a week

Name of third other income.

How much is it before deductions?

£ a week

We need to see evidence of other incomes.

No ☐

Yes ☐ Name of first other income.

How much is it before deductions?

£ a week

Name of second other income.

How much is it before deductions?

£ a week

Name of third other income.

How much is it before deductions?

£ a week

No ☐

Yes ☐ Name of first other income.

How much is it before deductions?

£ a week

Name of second other income.

How much is it before deductions?

£ a week

Name of third other income.

How much is it before deductions?

£ a week

Part 3 About other people who live with you – continued

Are any of the people who normally live with you married to each other, civil partners or living together as if they are married or a civil partner?

No ☐

Yes ☐ Tell us their names.

is the partner of

And

is the partner of

Do any of the people you have entered in this section jointly own or jointly rent with you?

No ☐

Yes ☐ Tell us their names and their relationship to you and your partner.

Part 4 About rent

Do you pay rent for your home (including ground rent)?

No ☐ Go to Part 6.

Yes ☐ Answer the next question.

Cross 'Yes' if you would pay rent but you already get Housing Benefit.

When did you move to this address?

/ /

If you have not moved in yet, tell us when you expect to move in, then tell us when you have actually moved in.

Do you pay rent to the council for temporary accommodation?

No ☐ Answer the next question.

Yes ☐ Go to Part 6.

What is your landlord's name, address and telephone number?

By landlord we mean the person or organisation who owns the property you live in.

Tel No. Postcode

If your landlord has an agent, tell us their full name and address.

By agent we mean the person or organisation you actually pay your rent to.

Tel No. Postcode

Part 4 About rent – continued

Are you, your partner, or any of your or your partner's children related to your landlord or agent, or to your landlord's partner or the agent's partner?

Related includes related through marriage, or civil partnership, even if the marriage or civil partnership has ended. Some examples are ex-wife, ex-husband, ex-civil partnership, aunt, brother, daughter, father, grandson, grandmother, son-in-law or stepdaughter.

No ☐

Yes ☐

What is the relationship?

This person is my landlord's or agent's...

For example:

my partner's daughter

is my
landlord's
or agent's

wife

When did you start renting your home?

/ /

What sort of tenancy do you have?

For example, shorthold, assured tied rent or something like this.

Have you owned the property you are claiming for within the last 5 years?

Yes ☐ No ☐

Do you occupy this property as a condition of your employment?

No ☐

Yes ☐

How long is the tenancy for?

/ /

to

/ /

Please cross to show if the property is let as:

furnished

☐

minimally furnished

☐

partly furnished

☐

unfurnished

☐

How much is the rent for your home?

£

every

(For example, every week/fortnight/four weeks/month.)

Does anyone else share the rent with you and your partner?

No ☐

Yes ☐

Tell us their names and their relationship to you and your partner.

How much of the rent do you pay?

£

every

(For example, every week/fortnight/four weeks/month.)

Part 4 About rent – continued

Has your rent changed
in the last 12 months?

No ☐

Yes ☐ Send us evidence of the date it changed, and how much it changed.

When is the next rent
increase due?

/ /

Has your rent been registered
as a fair rent by a rent officer?

No ☐

Yes ☐ Please send us the notice of registration (RO5).

Do you have any weeks
when you do not have to pay
rent?

No ☐

Yes ☐

How many in a year?

Are you behind with your
rent?

No ☐

Yes ☐

If yes, how many weeks'
rent do you owe?

Who receives the Council Tax
bill for your home?

You or your partner

☐

Your landlord

☐

Someone else

☐

Tell us who receives the Council Tax bill.

Does your rent include
money for the following?

Meals

No ☐

Yes ☐ How much each week? £

Which meals
are included?

Water authority charges

No ☐

Yes ☐ How much each week? £

Heating

No ☐

Yes ☐ How much each week? £

Part 4 About rent – continued

Lighting	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Hot water	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Fuel for cooking	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Laundry	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Cleaning rooms or windows	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Gardening	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Garage or parking space	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
		Do you have to rent the garage as part of your tenancy agreement?
		No <input type="checkbox"/>
		Yes <input type="checkbox"/>
Personal care and support	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
Do you or your partner need overnight care and have an extra room in your property that is used by an overnight carer who is not a member of your household?	No <input type="checkbox"/>	
	Yes <input type="checkbox"/>	If yes, we may need to contact you for more details.
Do you pay any service charges separate from your rent?	No <input type="checkbox"/>	
For example, for cleaning or lighting in shared areas, an alarm system, a warden, general counselling or support, meals, or lift maintenance.	Yes <input type="checkbox"/>	How much each week? £ <input type="text"/>
		What for? <input type="text"/>

Part 4 About rent – continued

Are you living away from home at the moment?

No

Yes ☐ Tell us why you are not living at home.

When did you last live at home? When do you expect to go back home?

/ // /

Tell us the address of where you are living at the moment.

If your home has been sublet, tell us who lives there now.

We must see evidence of your rent and tenancy before we can decide how much benefit you can get. Read the checklist to see what you can use as evidence.

Part 5 About where you live

What sort of building do you live in? Cross one box only.

Detached house

Flat in a block of flats

Hotel

Semi-detached house

Flat over a shop

Residential nursing home

Terrace house

Bedsit or rooms

Residential care home

Maisonette

Hostel

Houseboat/boat

Detached bungalow

Annexe

Length of boat

Terraced bungalow

Caravan, mobile home

Other

Semi-detached Bungalow

Studio flat

Flat in a house

Board and lodgings

Does your home have central heating and/or storage heating?

No

Yes

Does your home have a garage?

No

Yes

Part 5 About where you live

Does your home have a parking space?

No ☐

Yes ☐

Does your home have a garden?

No ☐

Yes ☐

Who is responsible for the internal decorations?

How many floors in the building?

Which floors do you live on?

Do you and your household occupy only part of the building you have crossed?

No ☐

Yes ☐ Where in the building do you live?

In the middle ☐

At the back ☐

At the front ☐

How many rooms are there in the building?

Just for you and your household?

That you share with other people?

In the whole of your accommodation, if you live in a room or rooms, give all rooms in the building.

Living rooms

Bedsitting rooms

Bedrooms

Bathrooms or shower rooms

Separate toilet

Kitchens

Other rooms

What is this room?

Do you use your home for business?

No ☐

Yes ☐

Do you have a main home somewhere else?

No ☐

Yes ☐

If your main home is somewhere else in the UK or abroad, tick 'Yes', even if you do not pay rent for it.

How much do you pay for this home?

£

What is the address?

Postcode

Part 6 About Income Support, income-based Jobseeker’s Allowance, Pension Guaranteed Credit and Employment Support Allowance income related

Are you or your partner getting or waiting to hear about a claim for Income Support, income-based Jobseeker’s Allowance, Pension Credit (guarantee credit) or income-related Employment and Support Allowance?

- No ☐ Go to Part 7.
- Yes ☐ Answer both the questions in this part, then go to Part 10.

You

Your partner

Are you or your partner actually getting Income Support, income-based Jobseeker’s Allowance, Pension Credit (guarantee credit) or income-related Employment and Support Allowance at the moment?

- No ☐
- Yes ☐ When did you start getting it?

/ /

- No ☐
- Yes ☐ When did they start getting it?

/ /

Are you or your partner still waiting to hear about a claim for Income Support, income-based Jobseeker’s Allowance, Pension Credit (guarantee credit) or income-related Employment and Support Allowance?

- No ☐
- Yes ☐ When did you claim?

/ /

- No ☐
- Yes ☐ When did they claim?

/ /

Which benefit are you or your partner getting or waiting to hear about?

- Income Support ☐
- Income-based Jobseeker’s Allowance ☐
- Pension Credit (guarantee credit) ☐
- Income-related Employment and Support Allowance ☐

- Income Support ☐
- Income-based Jobseeker’s Allowance ☐
- Pension Credit (guarantee credit) ☐
- Income-related Employment and Support Allowance ☐

Part 7 About being self-employed

Are you or your partner self-employed?

(If you are a director or company secretary, you will need to complete Part 7 and Part 8).

No ☐ Go to Part 8.

Yes ☐ Answer the questions on this page. Please supply evidence of your tax registration with HMRC.
You must send us your trading accounts for the last financial year. If you have only recently set up the business and do not have a full year's accounts, we will need to see some other evidence of your income. We will write to you about this or you can request one of our self employed forms that needs to be completed in full.

	You	Your partner
What kind of work do you do?	<div></div>	<div></div>
When did the business start?	<div>/ /</div>	<div>/ /</div>
What is the business name and address?	<div></div> <div>Postcode</div>	<div></div> <div>Postcode</div>
Are there any other partners in the business?	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us their name and address.	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us their name and address.
	<div></div> <div>Postcode</div>	<div></div> <div>Postcode</div>
How many hours a week do you usually work?	<div></div>	<div></div>
Do you get a Business Start-up Allowance or Self Employed Credit?	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <div></div>	No <input type="checkbox"/> Yes <input type="checkbox"/> How much? £ <div></div>
	How often? <div>Every</div>	How often? <div>Every</div>

Part 7 About being self-employed – continued

Do you pay into a private pension scheme?

No ☐
Yes ☐ How much?

£

How often? Every

No ☐
Yes ☐ How much?

£

How often? Every

We must see evidence of your earnings before we can decide how much benefit you can get. Read the checklist at Part 19 to see what you can use as evidence.

Part 8 About working for an employer

Do you or your partner work for an employer?

No ☐ Go to Part 9.

Yes ☐ Answer the questions on this page. If you work for more than one employer, tell us about all the employers on a separate sheet of paper and send it with this form.

If you in receipt of Incapacity benefit, Severe Disability Allowance or Employment Support, is this permitted work?

No ☐

Yes ☐

If you are sending a separate sheet of paper, tick this box. ☐

You

Your partner

How many jobs do you or your partner have?

What kind of work do you do?

What is your employer's name and address?

Postcode

Postcode

When did you start this job?

/ /

What is your payroll, employee or staff number?

Are you employed for a limited period?

No ☐
Yes ☐ When will you finish?

/ /

No ☐
Yes ☐ When will they finish?

/ /

Part 8 About working for an employer – continued

How often do you get paid?

Every

Every

For example weekly, fortnightly, four weekly, monthly

How much do you get paid before tax and National Insurance are taken off?

£

£

Are you paid the minimum wage?

Yes ☐ No ☐ Don't know ☐

Yes ☐ No ☐ Don't know ☐

Hourly rate

£

Hourly rate

£

How are you paid?

For example, in cash, by cheque or straight into a bank or building society account.

When was your last pay rise?

/ /

/ /

When will your next pay rise be?

/ /

/ /

How many hours a week do you usually work?

Do you receive any regular overtime, bonuses, tips or commission.

Yes ☐ No ☐

Yes ☐ No ☐

If yes please give details

If yes please give details

Are you getting Statutory Sick Pay (SSP) or Statutory Maternity Pay (SMP) Statutory Paternity Pay (SPP) or Adoption Pay from your employer at the moment?

No ☐

No ☐

Yes ☐

Yes ☐

Are you getting any other sick pay or maternity pay from your employer at the moment?

No ☐

No ☐

Yes ☐

Yes ☐

Do you pay into a private or company pension scheme?

No ☐

No ☐

Yes ☐ How much?

Yes ☐ How much?

£

£

How often? Every

How often? Every

We must see evidence of any earnings before we can decide how much benefit you can get. Read the checklist at Part 19 to see what you can use as evidence.

Part 9 About any other work

This could be voluntary work or any other work, even if it is not paid work.

Yes ☐ Answer the questions on this page.

You	Your partner
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
No <input type="checkbox"/>	No <input type="checkbox"/>
Yes <input type="checkbox"/> How much do you get before any deductions?	Yes <input type="checkbox"/> How much do they get before any deductions?
<input type="text"/>	<input type="text"/>
£ <input type="text"/>	£ <input type="text"/>
How often? <input type="text"/>	How often? <input type="text"/>

We must see evidence of any earnings before we can decide how much benefit you can get. Read the checklist at Part 19 to see what you can use as evidence.

Part 10 About benefits, allowances and pensions

Read the list of benefits opposite and tell us about any you or your partner are getting now or have claimed.

Yes ☐ Tell us about the benefits listed opposite. Tell us the full rate of the benefits before any deductions.

Part 10 About benefits, allowances and pensions – continued

- | | |
|---|--|
| <input type="checkbox"/> Child Benefit | <input type="checkbox"/> Statutory Sick Pay or Statutory Maternity Pay |
| <input type="checkbox"/> Children's Tax Credit | <input type="checkbox"/> Statutory Paternity Pay |
| <input type="checkbox"/> Working Tax Credit | <input type="checkbox"/> Maternity Allowance |
| <input type="checkbox"/> Pension Savings Credit | <input type="checkbox"/> Fostering Allowance |
| <input type="checkbox"/> State Retirement Pension | <input type="checkbox"/> Adoption Pay |
| <input type="checkbox"/> Contribution-based Jobseeker's Allowance | <input type="checkbox"/> Guardian's Allowance |
| <input type="checkbox"/> Employment Support Allowance | <input type="checkbox"/> War Disablement Benefit, War Pension or War Widow's Pension |
| <input type="checkbox"/> Incapacity Benefit | <input type="checkbox"/> Widow's or Widower's Benefits |
| <input type="checkbox"/> Industrial Injuries Disablement Benefit | <input type="checkbox"/> Bereavement Allowance |
| <input type="checkbox"/> Industrial Death Benefit | <input type="checkbox"/> Better off in work credits |
| <input type="checkbox"/> Carer's Allowance | <input type="checkbox"/> Deferred pensions (if over 60 years of age) |
| <input type="checkbox"/> Severe Disablement Allowance | |

Please provide further information below if you have indicated any of the above

	You	Your partner
The name of the benefit or pension	<input type="text"/>	<input type="text"/>
Waiting to hear	<input type="checkbox"/>	<input type="checkbox"/>
Getting now	<input type="checkbox"/> How much? £ <input type="text"/>	<input type="checkbox"/> How much? £ <input type="text"/>
	How often? <input type="text"/> Every	How often? <input type="text"/> Every
How are you paid? For example, in cash, by cheque or straight into a bank or building society account or post office.	<input type="text"/>	<input type="text"/>
The name of the benefit or pension	<input type="text"/>	<input type="text"/>
Waiting to hear	<input type="checkbox"/>	<input type="checkbox"/>
Getting now	<input type="checkbox"/> How much? £ <input type="text"/>	<input type="checkbox"/> How much? £ <input type="text"/>
	How often? <input type="text"/> Every	How often? <input type="text"/> Every

Part 10 About benefits, allowances and pensions – continued

How are you paid?

For example, in cash, by cheque or straight into a bank or building society account or post office.

The name of the benefit or pension

Waiting to hear

☐☐

Getting now

☐

How much?

☐

How much?

£

£

How often? Every

How often? Every

How are you paid?

For example, in cash, by cheque or straight into a bank or building society account or post office.

If you require additional space please use a separate sheet of paper and send it with this form.

If you are sending a separate sheet of paper, cross this box.

☐

If you are over 60 years of age do you have a pension from your previous employment which you have chosen not to take yet?

No

☐

Yes

☐

Who is the pension with?

Part 11 About other money coming in

Do you or your partner, or any children you are claiming for, have any money coming in (or expect to have some money coming in) that you have not already told us about on this form?

No

☐

Go to Part 12.

Yes

☐

Answer the questions on the following page.

This includes occupational pensions, work pensions, private pensions, maintenance or child support for you, your partner or any of the children you have told us about on this form; money from a trust fund; money from social services for your care and support; payments from a fostering agency; training allowances; a student grant or loan; and any cash payments. Also tell us about any money you get from people living in your house as boarders, lodgers or subtenants. You do not need to tell us about payments from the Independent Living Fund, the Eileen Trust or the MacFarlane Trust.

Part 11 About other money coming in – continued

Other money 1

Where is the money from
and what is the money for?

Who gets it?

How much do they get?

£

How often?

Every

Who is this for?

When did they start getting
this income?

When is the income likely
to go up?

How are you paid?

For example, in cash, by
cheque or straight into a bank
or building society account or
post office.

Other money 2

Where is the money from
and what is the money for?

Who gets it?

How much do they get?

£

Who is this for?

When did they start getting
this income?

When is the income likely
to go up?

How are you paid?

For example, in cash, by
cheque or straight into a bank
or building society account or
post office.

Other money 3

Where is the money from
and what is the money for?

Who gets it?

How much do they get?

£

Who is this for?

When did they start getting
this income?

/ /

When is the income likely
to go up?

/ /

How are you paid?

For example, in cash, by
cheque or straight into a bank
or building society account or
post office.

Does anyone owe money to
you, your partner, or any
children you are claiming
for?

No

☐

Yes

☐

What for?

How much?

£

Are you expecting to get any
money in the next 12
months?

No

☐

Yes

☐

What for?

For example, a redundancy
payment or a payment
instead of notice or holiday.

How much?

£

If you are getting any other
benefit of income that you
have not told us about,
please give details here

We must see evidence of any money coming in before we can decide how much benefit you can get. Read the checklist at Part 19 to see what you can use as evidence.

Part 12 About capital, savings and investments

Do you, your partner, have any cash, current accounts and savings accounts with a bank or building society, post office accounts, premium bonds, National Savings, Tessa's, Peps, Toisa's Certificates, ISA's, Unit Trusts and stocks and shares, or any other capital, savings or investments in the UK or abroad.

No ☐ Go to Part 13.

Yes ☐ Answer all the questions in this part. We must see evidence of all the capital, savings and investments. Read the checklist at Part 19 to see what you can use as evidence.

Do you or your partner, you are claiming for have any bank accounts, building society account or post office account?

No ☐

Yes ☐ Tell us about all your **bank accounts, building society or post office accounts** even empty or overdrawn ones. If there are more than four bank accounts, tell us about the others on a separate sheet of paper and send it with this form.

Name of bank, building society or post office account

Type of account

Account number

Whose name is the account in?

How much is in the account?

£

Name of bank, building society or post office account

Type of account

Account number

Whose name is the account in?

How much is in the account?

£

Name of bank, building society or post office account

Type of account

Account number

Whose name is the account in?

How much is in the account?

£

Name of bank, building society or post office account

Type of account

Account number

Whose name is the account in?

How much is in the account?

£

If you are sending a separate sheet of paper, tick this box. ☐

Part 12 About capital, savings and investments – continued

Do you or your partner have;

Premium bonds?

No

☐

Yes

☐

Value £

Income bonds or capital bonds?

No

☐

Yes

☐

Value £

National savings certificates?

No

☐

Yes

☐

Issue number

Value

How many?

£

Issue number

Value

How many?

£

If you are sending a separate sheet of paper, cross this box

☐

Any stocks, shares, bonds or unit trusts?

No

☐

Yes

☐

Company name

How many?

Company name

How many?

If you are sending a separate sheet of paper, cross this box

☐

Any other capital, savings or investments or does anyone hold capital on your behalf?

No

☐

Yes

☐

Tell us about this.

For example, cash, Tessa's, ISA's, Toisa's, compensation, or any other money you have not told us about on this form.

How much?

Money or property held in trust for you, your partner or dependant children?

No

☐

Yes

☐

Value £

Lump sum state pension payment?

No

☐

Yes

☐

Value £

Part 12 About capital, savings and investments – continued

Have you or your partner received a lump sum payment from social services in respect of personal care/ support?

No

☐

Yes

☐

How much?

£

Where is it held?

Have you or your partner received a Far Eastern Prisoner of War payment?

No

☐

Yes

☐

How much?

£

Where is it held?

Have you or your partner received a payment from the vCJD (Creutzfeldt-Jakob Disease) Trust?

No

☐

Yes

☐

How much?

£

Where is it held?

Do any of your savings or investments include;

Money from sale of a house?

No

☐

Yes

☐

How much?

£

Money from a charity?

No

☐

Yes

☐

How much?

£

Do you or your partner, own or partly own any property, land or timeshare, other than the home you live in, either in the UK or abroad? Cross 'Yes' even if you have a mortgage or loan for the property, land or timeshare.

No

☐

Yes

☐

What is the address?

Postcode

We will write to you for more information and evidence.

How much is it worth?

£

If you have a mortgage or loan for this, how much is left to repay?

£

Is it occupied by an elderly or disabled relative?

No

☐

Yes

☐

Is it occupied by an ex-partner with dependant children?

No

☐

Yes

☐

Part 13 How you want your housing benefit paid

(Council Tax Benefit will automatically be paid to your Council Tax account).

We usually pay your Housing Benefit straight into your bank or building society account.

I want my benefit to go straight into my bank or building society account.

☐

Tell us the following details

Name of bank or building society

Address of bank

Postcode

Whose name is the account in?

Account number

Sort code

I want to be paid by cheque

☐

Part 14 Paying benefit to your landlord

Complete this section if you want the council to consider making payments directly to your landlord. If you are a private tenant, Housing Benefit can only be paid directly to your landlord if you have difficulty in managing your affairs or have rent arrears. **Evidence** will be required to allow us to make a decision and both parties will be notified of the decision.

I want my benefit paid directly into my landlord's bank or building society account

☐

(We will write to your landlord for his account details if direct payment is agreed).

Claimant's signature

Date

/ /

Now ask your landlord to sign this agreement. (Please note: if your landlord is a Housing Association then your landlord's signature will not be needed).

Landlord's/agent's name

- I agree to accept Housing Benefit payments for the tenant named in this form. I understand that by law:
- I must tell the Council's benefit office straight away if I find out about any change in the tenant's circumstances;
- you can stop paying direct to me if I do not tell you about any change of circumstances;
- I can be prosecuted if I accept Housing Benefit which I know I am not entitled to; and
- if you pay me too much Housing Benefit, for any tenant, I must repay it. You can take the amount of overpaid benefit from the benefit I get for any other tenants. This will not affect their rent.

Landlord's/agent's signature

Date

/ /

Part 14 Paying benefit to your landlord – continued

If you are a private tenant and have requested payment directly to your landlord please provide details of the reasons for this request.

Do you have any difficulties that may affect your ability to deal with paying your rent?

No ☐

Yes ☐ Please tell us about them below

Please tell us how they affect you paying your rent.
Please provide any evidence that you can supply to support your request.

Do you receive any support/help in managing your finances?

No ☐

Yes ☐ Please tell us about them below

Please provide details of who helps you and the support you receive.

Do you currently have any rent arrears?

No ☐

Yes ☐ Please tell us the amount and over what period

How much?

£

Over what period?

Have you previously had difficulties in keeping your rent payments up to date?

No ☐

Yes ☐ Please tell us why below

Part 15 Sharing information with your landlord – continued

Sometimes, sharing information with your landlord helps us to deal with your claim quickly and reduces the risk of you falling behind with your rent because of your claim being delayed. We would only share information with your landlord if you:

- are a local authority tenant; or
- have agreed that your Housing Benefit can be paid directly to your landlord.

But in either case, under the Data Protection Act we need your permission to share information. If you give us permission, we would be able to tell your landlord:

- whether or not you had claimed or renewed your claim for Housing Benefit and, if so, whether we have made a decision on your claim or not; and
- if we need further information to make a decision on your claim, and if so what information this is.

There may be other information about your claim that we need to check with your landlord, such as the date your tenancy started, before we can make a decision on your claim. If this is the case, we have to ask your landlord even if you have not given us permission to discuss your claim with them. But unless you have given us permission by signing this form, we will not discuss anything else with your landlord.

We will not give your landlord any information about:

- your personal or household circumstances; or
- your financial circumstances.

If you do not give us permission to discuss your claim with your landlord, it will not affect your claim. If you give us permission but then change your mind, we will follow your wishes. Contact us and let us know.

I give the Isle of Wight Council permission to share my information about the progress of my Housing Benefit claim with my landlord or their representative.

Signature	<input type="text"/>	Date	<input type="text"/> / <input type="text"/> / <input type="text"/>
Full name	<input type="text"/>		

Part 16 Anything else you need to tell us

Use the box below to tell us anything else you think we should know about. Use a separate sheet of paper and attach it to this form if you need to.

Put a cross in the box if you are sending separate sheets of paper with this form, and tell us how many sheets. Please include your name, address and national insurance number on each sheet.

<input type="checkbox"/>	How many sheets?	<input type="text"/>
--------------------------	------------------	----------------------

Part 17 Backdating

We can usually award benefit from the Monday after the day we receive your claim. Sometimes we can pay benefit from an earlier date if you have a good reason for not claiming earlier. If you want us to consider paying your benefit from an earlier date, tell us when you want benefit from and why you did not claim earlier.

Date you want to claim
benefit from

/ /

Tell us why you have not
claimed before

Part 18 Declaration

Even if someone else has filled in this form for you, you must sign this declaration if you can. If you have a partner, it would be helpful if they sign below to confirm all the details are correct. But they do not have to sign.

Please read this declaration carefully before you sign and date it.

I understand the following.

- If I give information that is incorrect or incomplete, you may take action against me. This may include court action.
- You will use the information I have provided to process my claim for Housing Benefit or Council Tax Benefit, or both. You may check some of the information with other sources as allowed by the law. Information may be shared with or obtained from other departments within the council, such as housing services, for assessing your claim or for providing assistance in relation to tenancies and to maximise claimant's income, to identify persons responsible for Business Rates and/or Council Tax and for the recovery of any Council debts.
- You may use any information I have provided in connection with this and any other claim for social security benefits that I have made or may make. You may give some information to other organisations, such as government departments, local authorities and private-sector companies such as banks and organisations that may lend me money and companies that assist us in fraud detection and prevention such as Credit Reference Agencies, if the law allows this. For further information on our privacy notice please visit <http://www.iwight.com/council/departments/revenues/>.
- The Isle of Wight Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

I **know** I must let the Council's benefit office know about any change in my circumstances which might affect my claim.

I **declare** the information I have given on this form is correct and complete.

Signature of person claiming

Date

/ /

Partner's signature

Date

/ /

Part 18 Declaration – continued

If this form has been filled in by someone other than the person claiming

Please tell us why you are filling in this form for the person claiming.

As far as possible, I have confirmed with the person claiming that the answers I have written on this form are correct.

Name of the person who filled in the form

Signature of the person

Relationship to the person claiming

Date

/ /

Data Protection Act 1998



This application may be monitored by the Isle of Wight Council for regulatory, quality control or crime detection purposes. Information from this application will be processed in accordance with the Data Protection Act 1998 for the purpose of processing your particular enquiry/request. The Isle of Wight Council ("the Council") is the data controller. By completing this form you consent to the Council contacting you by email or nominated contact method in relation to your enquiry/request.

Information may be shared with other departments within the Council for providing assistance in relation to tenancies and to maximise claimants' income, to identify persons responsible for Business Rates and/or Council Tax and for the recovery of any Council debts.

Please note that the Council may process your information in the absence of consent for the purpose of crime prevention or detection so far as is in accordance with the law.

Part 19 Checklist

Please use the checklist opposite and indicate what evidence you are sending with this form. We must see original documents, not copies. Please do not send valuable items through the post. If you can, bring them into our reception. We will take the details we need and give you the documents back straight away. If you cannot get into the office, phone us for more advice.

If you do not provide all the evidence we need, we might not be able to pay you any benefit. We need the same evidence for your partner, if you have one.

If you cannot send the evidence we need at the moment, send the form back to us now and send the evidence later. We can start to process your claim, but we will not be able to pay you any benefit until we have all the evidence.

Original documents must be supplied, photocopies are not acceptable.

Evidence of identity	<input type="checkbox"/>	Such as a birth certificate, marriage certificate, passport, National Insurance number card, medical card, driving licence, UK residence permit, EEC identity card or recent gas or electricity bill. We may need to see several of these documents for each person.
Evidence of your address	<input type="checkbox"/>	Such as a recent gas or electricity bill, TV licence, tenancy agreement or proof of ownership.
Evidence of National Insurance number	<input type="checkbox"/>	Such as a National Insurance number card, payslips or letters from the Department of Work and Pensions or the tax office.
Evidence of capital, savings and investments	<input type="checkbox"/>	<p>We need to see evidence for all capital, savings and investments that you and your partner have.</p> <p>Such as all bank, building society or post office books, full bank statements, or certificates for premium bonds, National Savings Certificates, ISAs, Toisa's, stocks, shares, unit trusts, property and savings held abroad. We need to see evidence of any interest or dividends you get on investments and savings. We need to see this evidence for children in your household as well. The evidence you send must show details for at least the last two months.</p>
Evidence of earnings	<input type="checkbox"/>	<p>We also need this for any other adults living in your home.</p> <p>This means your last five payslips if you are paid every week, your last three payslips if you are paid every two weeks, or your last two payslips if you are paid every month (we do not accept hand written pay slips). If you or your partner are self-employed, we need to see your accounts for the last financial year or, if you have been trading for less than six months, a summary of your trading records so far.</p>
Evidence of other income	<input type="checkbox"/>	<p>We also need this for any other adults living in your home.</p> <p>Such as pension slips from a former employer or a letter from the court showing how much maintenance you are getting. We need to see evidence of any money people pay you for board and lodgings.</p>
Evidence of benefits, allowances or pensions	<input type="checkbox"/>	<p>We also need this for any other adults living in your home.</p> <p>Such as current award notices or letters from the Department of Work and Pensions confirming how much you get. If you do not have evidence, let us know straight away.</p>
Evidence of private rent and tenancy	<input type="checkbox"/>	A letter from your landlord, rent book or receipts. This should show if any services are included in the rent and also that the rent is currently up to date.
Evidence of other money paid out	<input type="checkbox"/>	Such as letters about student loans, grants or maintenance; agreements or receipts from registered child carers; payments you make to a pension scheme; payments made to a Nursery or after school club; student income.

Part 20 Housing Benefit and Council Tax Benefit

Notes for filling in the claim form for Housing Benefit and Council Tax Benefit

About this form

We have designed this claim form to be easy to fill in. It may look rather long, but there needs to be enough questions to make sure that everyone who claims gets the right amount of benefit.

You may not have to fill in all parts of the form (for example, a few questions would not apply to most pensioners) but you must fill in any part that is relevant to you. Every part starts with a question to help you decide if you need to fill in that part.

About Housing Benefit and Council Tax Benefit

Housing Benefit can pay all or part of your rent. Council Tax Benefit can pay all or part of your Council Tax. It cannot help with water charges.

Second Adult Rebate

Second Adult Rebate is Council Tax Benefit for people who may not have a partner but who share their home with someone who:

- is 18 or over
- is on a low income, **and**
- does not pay them rent.

If you are claiming Second Adult Rebate, only fill in Part 1, Part 3 and Part 18 of this form.

Proof

We will need to see proof of some of the things you write about on the form. There is a checklist included with these notes to help you. If you are not sure if we need to see proof of something, get in touch with us. We will tell you what we need to see. We cannot pay you benefit until we have seen the proof we need.

We must see original proofs, not copies. Please do not send valuable items through the post but bring them to one of the offices – see additional information sheet. If you must send original documents these will be returned by recorded delivery.

Filling in the form

Use black ink to fill in the form. Do not use pencil. If you make a mistake, just cross it out and put the right answer next to it. Do not use correction fluid or tape. If someone else fills in the form for you there is a place for them to sign.

What to do next

When you have filled in the form sign it and take the form and proofs to one of our offices. See additional information sheet for details, or you can send it to the following address with the proof we need to see.

**Revenues and Benefits, Isle of Wight Council Offices
Broadway, Sandown, Isle of Wight PO36 9EA**

If you cannot get the proof we need straightaway, do not worry. Bring or send the form to us with the proof you do have and let us know that you will be sending some proof later. If you do not return the form to us straight away, you might lose money. If you cannot get the evidence to us within 7 days, let us know. We may be able to help you.

Part 20 Housing Benefit and Council Tax Benefit – continued

Original documents must be supplied, photocopies are not acceptable.

How we collect and use information

We will use the information you give in this form, and in any supporting evidence you send, to process your claim for Housing Benefit and Council Tax Benefit. We may pass the information to other agencies or organisations such as the Department for Work and Pensions, Inland Revenue, Supporting People and Community Services Financial Assessment and Benefits Team or other Council departments where a Data Exchange Agreement is in place, as allowed by the law.

We may check information you have provided, or information about you that someone else has provided, with other information we hold. We may also get information about you from certain third parties, or give information to them to:

- make sure the information is accurate
- prevent or detect crime, and
- protect public funds
- Housing Benefit and Council Tax Benefit data may be supplied to Experian, a credit reference agency.
- Housing Benefit fraud investigators could possibly include checks on undeclared co-habitors.

These third parties include government departments, other local authorities and private sector organisations such as banks and organisations that may lend you money and companies that assist us in fraud detection and prevention such as Credit Reference Agencies.

They will not give information about you to anyone else, or use information about you for other purposes, unless the law allows this.

We are the data controller for the information on this form for the purposes of the Data Protection Act. Information will normally be held for six years.

If you want to know more about what information we have about you, or the way we use that information, please ask us.



FRAUD HOTLINE

01983 823969

If you suspect someone is fraudulently claiming housing or council tax benefit, ring this number. All information will be treated in the strictest of confidence.

Ethnic Monitoring in Isle of Wight Council

What is your ethnic group?

White

- British ☐
- Irish ☐
- Any other White background* ☐

Mixed

- White and Black Caribbean ☐
- White and Black African ☐
- White and Asian ☐
- Any other mixed background* ☐

Asian or Asian British

- Indian ☐
- Pakistani ☐
- Bangladeshi ☐
- Any other Asian background* ☐

Black or Black British

- Caribbean ☐
- African ☐
- Any other Black background* ☐

Chinese

- Chinese ☐
- Any other Chinese background* ☐

Other (eg South American)

- Any other background* ☐

* If you answered 'Any other' to any of the above please enter a description

Do not delay returning this form – you may lose benefit

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Arabic

إذا كان لديك صعوبة في فهم هذه الوثيقة، الرجاء الاتصال بنا على هاتف رقم 01983 821000 وسوف نبذل قصارى جهدنا لمساعدتك.

Hindi

यदि आपको इस दस्तावेज़ को समझने में कठिनाई पेश आ रही है तो, कृपया हमारे साथ 01983 821000 पर सम्पर्क करें और हम आपकी सहायता करने का पूरा प्रयास करेंगे।

Punjabi

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਹ ਦਸਤਾਵੇਜ਼ ਸਮਝਣ ਵਿਚ ਮੁਸ਼ਕਲ ਪੇਸ਼ ਆ ਰਹੀ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ 01983 821000 'ਤੇ ਸੰਪਰਕ ਕਰੋ ਅਤੇ ਅਸੀਂ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰਨ ਦੀ ਪੂਰੀ ਕੋਸ਼ਿਸ਼ ਕਰਾਂਗੇ।

Urdu

اگر آپ کو اس دستاویز کو سمجھنے میں مشکلات کا سامنا ہو تو برائے مہربانی ہم سے اس نمبر پر رابطہ کیجئے 01983 821000 اور ہم آپ کی مدد کرنے کے لیے ہر ممکن کوشش کریں گے۔

Chinese

如果您对此份文件难以理解，请致电01983821000与我们联系。我们将力尽所能帮助您。

Bengali

এই ডকুমেন্ট বুঝতে না পারলে অনুগ্রহ করে আমাদেরকে 01983 821000 নাম্বারে ডালা করবেন। আমরা আপনাকে যথাসাধ্য সাহায্য করবো।

Polish

Jeśli mają Państwo trudności w zrozumieniu niniejszego dokumentu, prosimy o kontakt z nami pod numerem 01983 821000 – dołożymy wszelkich starań, by Państwu pomóc.

French

Si vous avez des difficultés à comprendre ce document, veuillez nous appeler au 01983 821000 et nous ferons de notre mieux pour vous aider.

Italian

Per ulteriori chiarimenti su questo documento, Vi preghiamo di contattarci per telefono al numero 01983 821000 dove riceverete la nostra migliore attenzione.

German

Sollte es Ihnen Schwierigkeiten bereiten, dieses Dokument zu verstehen, rufen Sie uns bitte an unter 01983 821000, und wir werden unser Bestes tun, um Ihnen zu helfen.

Hungarian

Ha nehézséget okoz e dokumentum értelmezése, kérjük, forduljon hozzánk a 01983 821000 számon, és minden tőlünk telhetőt megteszünk, hogy segítsünk.

Spanish

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Romanian

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