



## Discretionary Housing Payment Request

Claim Number : .....

Name : .....

Address : .....

.....

.....

### List of Income and Outgoings

**Income** – Advise type of income, amount received, how often and who gets this income. Include wages, child benefit, tax credits, and all Benefits received – Income Support, Job Seekers Allowance, Disability Living Allowance, Pension Credit Etc and remember to give the amount you get.

INCOME TYPE	AMOUNT	FREQUENCY	SELF / PARTNER

**Outgoings** – Advise type of expenditure and how often you pay this. Rent, Gas, Electricity, Phone, Insurance, Travel Costs etc.

EXPENDITURE	AMOUNT	FREQUENCY

Please use this space to say why you want to apply for a Discretionary Payment. Remember to tell us why you feel you need to stay in this property and give any additional information you think might be relevant to your claim.

Declaration

- The information I have given is true and complete.
- I understand that if I have been overpaid Discretionary Housing Payment I will have to repay this.
- I know I must let the Council know about any change in my circumstances which might affect my claim

Signature: ..... Date: .....