

Please remember that this document is only intended as a general guide and is not a full and authoritative statement of law.

Contacts



Centenary Court
1 St Blaise Way
Forster Square
Bradford, BD1 4DB

The Manningham Centre
1 Carlisle Road
Manningham
Bradford, BD8 8AB

Keighley Town Hall
Bow Street
Keighley, BD21 2HL

Shipley Town Hall
Kirkgate
Shipley, BD18 3EJ

Bingley Council Shop
146 Main Street
Bingley, BD16 2HL

Ilkley Town Hall
Station Road
Ilkley, LS29 8HB

To report benefit fraud in confidence call 0800 1697451



Telephone 01274 432772
E-mail benefits@bradford.gov.uk
or visit www.bradford.gov.uk/benefits

Further help

This document contains information about Bradford Council Benefits Service. Upon request we can make it available to you in a language or format that is accessible to you. If you have a question about your benefit or our service, please contact your local Council Benefits Service Office or telephone 01274 432772

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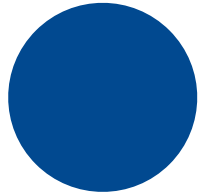
City of Bradford Metropolitan District Council

Benefits Service

www.bradford.gov.uk

Housing Benefit and Council Tax Benefit

Backdating of Benefit



Here for Your Benefit!



FS36519

Backdating of Benefits

When will my Housing Benefit & Council Tax Benefit start?

Although there are some exceptions, the general rule is that Housing and Council Tax Benefit will start from the Monday after your application form is received. It is therefore very important that you get your application for benefit to us as soon as possible. If you delay returning your application, you might lose entitlement to some of your benefit.

I think I should get Housing Benefit and/or Council Tax Benefit from an earlier date, what can I do?

If there has been a reason which stopped or delayed your application for Housing and/or Council Tax Benefit, you can ask for your claim to be 'backdated' so that it starts from an earlier date.

In order for us to allow a backdate of Housing Benefit or Council Tax Benefit you will have to show 'good cause' why you didn't apply earlier. Benefit regulations say that we can only backdate your benefit for a maximum period of 52 weeks before you asked for the backdate, providing that you had 'good cause' for not claiming throughout that period. There is no formal definition of 'good cause', so we look at each case individually, but, if you forgot to claim, or didn't realise you could claim this would not be considered 'good cause'.

To backdate your claim we must be satisfied that a reasonable person of your age, health and experience would have acted in the same way as you did.

How do I claim backdated benefit?

You must tell us in writing why you think we should backdate your benefit and you must sign it. You can use the special slip in this leaflet or just write to us. You should give us the reasons why you did not claim earlier. It is likely we will ask you to provide evidence to support this. We will also require evidence of income and capital for the period that you want to backdate. If you delay in sending us proof this could delay our decision about your backdate. We will look carefully at your reasons and decide whether you have proved 'good cause' for the whole of the period that you did not claim. We will then write to you and tell you what our decision is.

What can I do if you do not backdate my benefit?

There is a benefit appeal procedure and you can get a separate leaflet giving you more information about this.

Help and Advice

You can get help and advice from the Council at the addresses on this leaflet, or if you prefer you can get independent advice from the Citizens Advice Bureau or any welfare advice agency. For details of the independent advice agencies see the Yellow Pages.

Backdating Form

Full name:

Your address:

Your National Insurance number:

I made my claim on

I did not claim before this date because:

Signature Date