

Discretionary Housing Payments

If you have any information on any suspected Benefit, Council Tax and Blue Badge fraud ring:



All calls are free and information will be treated in strict confidence

Benefit Claim Number:

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Name

Address

Office use only

Please make sure you complete all sections relevant to your circumstances.

Discretionary Housing Payments are not payments of Housing Benefit or Council Tax Benefit. They are additional payments to help with your housing costs.

In order to qualify for Discretionary Housing Payments you must be entitled to Housing Benefit or Council Tax Benefit and show that you need further financial assistance to meet your housing costs.

Section 1: Your Declaration

Please read this declaration carefully before you sign and date it

I understand the following:

- This is my claim for Discretionary Housing Payments.
- If I give information that is incorrect or incomplete, you may take action against me.
- You may check some of the information with other sources.
- 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 information to other government organisations, if the law allows this.

I know that I must contact you in writing immediately about any changes in my circumstances, which might affect my claim. Details of how to contact us are listed in Section 8.

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

You must sign this declaration. If you do not sign this declaration we will return this form to you to be signed.

Your Signature

Date

Section 2: Information about your income and outgoings

I need this information to decide if you need further financial assistance to meet your housing costs. Please complete the tables below and opposite.

Earned Income

Type	How much?	How often?
Nett wages (self)		
Nett wages (partner)		
Self employed drawings		

Unearned Income

Type	Amount before deductions?	How often?
Income Support		
Jobseeker's Allowance (Income-based)		
Jobseeker's Allowance (Contribution-based)		
Employment and Support Allowance (Income-related)		
Employment and Support Allowance (Contributory)		
Incapacity Benefit		
Disability Living Allowance (Mobility)		
Disability Living Allowance (Care)		
Child Benefit		
Child Tax Credit		
Working Tax Credit		
Maintenance payments		
Pension Credit (Guaranteed)		
Pension Credit (Savings)		
State Retirement Pension		
Superannuation / Private Pension		
Contributions from children living at home		
Contributions from other residents		
Any other income (please specify)		

Outgoings

Type	Amount	How often?
Mortgage		
Rent		
Council Tax		
Electricity		
Gas		
Water Rates / Meter		
Other Fuel Bills		
Food		
School Meals		
Clothing		
Car		
Public Transport		
Other Travel costs		
Phone (land line)		
Mobile Phone		
Broadband		
TV Rental / Licence		
Satellite / Cable TV		
Catalogue		
Credit Cards / Loans		
Fines / Court Orders		
Deductions from Benefits		
Cigarettes		
Alcohol		
Entertainment e.g. Cinema		
Holidays/Trips		
Insurance Premiums		
Maintenance payments		
Pension Contributions		
Any other outgoings (please specify)		

Section 3: Savings

There is no maximum capital limit for Discretionary Housing Payments. However we do need to know about all the money you have in bank, building society and Post Office Accounts, ISA's, TESSA's, PEP's, Stocks & Shares, etc.

Type of saving	Amount	Account/Roll Number

Section 4: More information about your housing costs

Have you asked your landlord/landlady to accept less rent?

Yes No

If **Yes**, what was the response?

If **No**, why not?

Have you tried to reduce any of your outgoings?

Yes No

If **Yes**, how?

If **No**, why not?

Section 5: About your accommodation

Why did you choose this property?

Did you consider any other accommodation?
If Yes, please give details below.

Yes No

Address looked at	Reason(s) why unsuitable

If No, can you explain why you did not consider any other properties?

Has the property been adapted for a disabled person's needs?
If Yes, please give details below

Yes No

What was your previous address?

Did you have to pay rent?

Yes No

Why did you move from this address?

Section 6: Information about you and your family

Have you or any of your family got health problems which mean you have to live at this address?

Yes No

If Yes, please give their names and use the space below to tell us what the health problems are, how long they have had the problems and why you/they have to live here.

Please tell me what the effect on the health of any of the above would be if additional payments were not made.

Please give details of any disability benefits you or your partner receive for yourselves or any children.

Section 7: Anything further

Please use the space below to tell me what effects a shortfall in housing costs will have on you and your family.

Section 8: Contact Points

In person at:

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

Shipley Benefits Office
Shipley Town Hall, Kirkgate,
Shipley, BD18 3EJ

Bingley Council Shop
146 Main Street,
Bingley, BD16 2HL

Keighley Town Hall,
Bow Street,
Keighley, BD21 3PA

Manningham One Stop Centre
1 Carlisle Road,
Bradford, BD8 8AB

or by post at:

The Revenues and Benefits Service
Britannia House
Hall Ings
Bradford BD1 1HX

ذیل میں آپکو بریڈفورڈ کونسل کی بینیفٹ سروس کے بارے میں معلومات دی گئی ہیں۔ آپکی طرف سے درخواست پر ہم آپکو یہ معلومات اُس زبان یا طرز میں بھی دے سکتے ہیں جو آپکے لیے موزوں ہو۔ اگر آپکو اپنے بینیفٹ یا ہماری سروس کے بارے میں کوئی سوال کرنا ہو تو برائے مہربانی ہم سے اپنے مقامی کونسل بینیفٹ سروس آفس یا ٹیلیفون نمبر 01274 432772 پر رابطہ کریں۔

આ દસ્તાવેજમાં બ્રેડફોર્ડ કાઉન્સિલ બેનિફિટ્સ સર્વિસ વિષે અને બીજા જે અનેક પ્રકારની સેવાઓ અમે પૂરી પાડીએ છીએ તેમના વિષે માહિતી આપવામાં આવી છે. જો માંગણી કરવામાં આવે તો, તમે જેને સરળતાથી સમજી શકતા હોય તે ભાષા કે સ્વરૂપમાં અમે માહિતી ઉપલબ્ધ કરી શકીએ છીએ. જો તમારે તમારા બેનિફિટ કે અમારી સેવા વિષે કોઈ સવાલ પૂછવો હોય તો, મહેરબાની કરી તમારી સ્થાનિક કાઉન્સિલ બેનિફિટ્સ 01274 432772 નંબર પર ટેલિફોન કરો.

इस दस्तावेजमें ब्रेडफोर्ड काउन्सिल बेनिफिट्स सर्विसके बारेमें और अनेक प्रकारकी दूसरी सेवाएं जो हम मुहैया करते हैं उनके बारेमें जानकारी दी गई है. मांगने पर, जिसे आप आसानीके साथ समझ सकते हों वो भाषा या स्वरूपमें हम जानकारी उपलब्ध कर सकते हैं. यदि आपको अपने बेनिफिट अथवा हमारी सेवाके बारेमें कोई सवाल पूछना हो तो कृपया आपकी स्थानीय काउन्सिल बेनिफिट्स सर्विस आफिसका संपर्क करें अथवा 01274 432772 नंबर पर टेलीफोन करें.

এই দলিলে ব্রাডফোর্ড কাউন্সিল বেনিফিটস সার্ভিসের সকল তথ্য সংযুক্ত আছে। অনুরোধ জানালে আমরা আপনার জন্য আপনার ভাষায় অথবা ছক অনুসারে সকল তথ্য তৈরী করে আপনাকে জানানোর সুযোগ সৃষ্টি করে দিতে পারি। আপনার যদি বেনিফিট অথবা আমাদের সার্ভিস সম্বন্ধে কোন কিছু জানার থাকে তবে স্থানীয় বেনিফিট সার্ভিস অফিসে অথবা টেলিফোন নং 01274 771/2772/2773 এর মাধ্যমে যোগাযোগ করুন।
01274 432772

ਇਸ ਦਸਤਾਵੇਜ਼ ਵਿਚ ਬਰੈਡਫੋਰਡ ਕੌਂਸਲ ਬੈਨੀਫਿਟਸ ਸਰਵਿਸ ਬਾਰੇ ਜਾਣਕਾਰੀ ਹੈ। ਬੈਨੀਫਿਟ ਕਰਨ ਤੇ ਅਸੀਂ ਇਹ ਜਾਣਕਾਰੀ ਉਸ ਭਾਸ਼ਾ ਜਾਂ ਰੂਪ ਵਿਚ ਦੇ ਸਕਦੇ ਹਾਂ ਜੋ ਤੁਹਾਨੂੰ ਸਮਝ ਆ ਸਕੇ। ਜੇਕਰ ਤੁਸੀਂ ਆਪਣੇ ਬੈਨੀਫਿਟ ਜਾਂ ਸਾਡੀ ਸੇਵਾ ਬਾਰੇ ਕੋਈ ਸਵਾਲ ਪੁੱਛਣਾ ਹੈ, ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ ਆਪਣੇ ਸਥਾਨਕ ਕੌਂਸਲ ਬੈਨੀਫਿਟਸ ਸਰਵਿਸ ਆਫਿਸ ਨਾਲ ਟੈਲੀਫੋਨ ਨੰਬਰ 01274 432772 ਤੇ ਸੰਪਰਕ ਕਰੋ।

By telephone on:

01274 432772 or 01274 434488

For people with speech or hearing problems only text us on **07786 208100**

E-mail

For information and enquiries

- benefits.service@bradford.gov.uk

To request an application form

- benefits.form@bradford.gov.uk

To request a visit

- benefits.visits@bradford.gov.uk

To report Benefit Fraud

- benefits.fraud@bradford.gov.uk



For further information about Council Benefits visit our website:
www.bradford.gov.uk/benefits



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