

6 Bank/building society accounts, savings and investments

Yourself

Details of money (name of bank, address of land etc)	Amount / Value

Your Partner

Details of money (name of bank, address of land etc)	Amount / Value

9 People who will live in your NEW home

Please include all other people who live with you

Name	Relationship to you	Date of birth	Type of income and amount or Child at School/Student

If anyone has moved out please tell us their name, forwarding address and the date they left in Section 18.

10 Charges for your NEW home

Rent

Council Tax

Do you have to pay: Yes No Yes No

If you pay rent please continue to Section 11, otherwise please go to Section 18.

11 Rent details

Tenancy Start Date	Amount of rent charged	How often (delete as appropriate)
	£	Weekly/fortnightly/4 weekly/monthly

Are you a joint tenant Yes No If yes, please write the name of the joint tenant:

12 Landlord/Agent details

Name and Address of Landlord/Agent

13 Relationship to Landlord/Agent

Are you related to your Landlord/Agent:

Yes No

If yes, what is the relationship?

Do you give us your authority to discuss your benefit claim with your Landlord/Agent? Yes No

14 What type of accommodation is your NEW home?

House	<input type="checkbox"/>	Flat	<input type="checkbox"/>	Caravan	<input type="checkbox"/>	Hostel	<input type="checkbox"/>
Bungalow	<input type="checkbox"/>	Room	<input type="checkbox"/>	Bedsit	<input type="checkbox"/>	Other	<input type="text"/>

15 If you rent a room, where in the property it is?

Front	<input type="checkbox"/>	Centre	<input type="checkbox"/>	Back	<input type="checkbox"/>		
Front left	<input type="checkbox"/>	Front right	<input type="checkbox"/>	Back left	<input type="checkbox"/>	Back right	<input type="checkbox"/>

On which floor is your flat or room?

What is your room or flat number?

16 Please tell us below the number of rooms in the property, the number of rooms you use and the number of rooms you share.

Type of room	Number of rooms in property	Number of rooms used just by you and your household	Number of rooms you share with other people
Living rooms			
Bedrooms			
Bedsitting rooms			
Kitchens			
Bathroom with toilet			
Bathroom without toilet			
Separate toilet			
Dining Rooms			
Other rooms (please name room)			

17 Paying Housing Benefit

Please note we only make payments directly to a bank or building society account. We are unable to make payments into Post Office card accounts.

Name of bank or building society	<input type="text"/>
Account number	<input type="text"/>
Sort code	<input type="text"/>
Account holder's name	<input type="text"/>

18 Any other information

Please use the box below to let us know about any changes to you or your household's circumstances.

Description of Change	Date of Change

19 Your contact details

Home telephone number

Mobile Telephone Number

Email address

20 Benefit and Council Tax accounts online

If you have access to the internet and email, we offer a service where you can view the details of your Benefit claim and/or Council Tax account online. This service allows you to receive notifications of your Benefit entitlement as well as view future and previous payments, all previous correspondence from us, and your council tax balance and any amounts due to be paid.

To view your details, please visit www.maidstone.gov.uk/pages/do_it_online.aspx and select 'eCitizen'.

If you would like us to register you for this service please tick what services you would like to be registered for and we will contact you regarding your log in details. (Please ensure that you have given us your telephone and email details above)

Would you like to view your Benefit and/or Council Tax accounts online? Yes No

Would you like to receive future Benefit letters and/or Council Tax bills online? Yes No

21 Declaration

Please read this declaration carefully before you sign and date it

- **I declare** that the information given on this form is true and complete
- **I understand** that if I give information that is incorrect, incomplete or fail to report any changes which might affect my benefit, you may take action against me. This may include court action.
- **I understand** the information may be shared with other services within the Council or disclosed to other Local and Public Authorities or Government agencies that have a legitimate reason to request the disclosure. The Council is under a duty to protect the public funds that it administers and to this end, it may use the information that you have provided for the prevention and detection of crime and / or fraud, including the supply of information to Experian, a Credit Reference Agency for the purpose of data matching in order to conduct checks on undeclared cohabiters and other forms of benefit fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.
- **I know** that I must let you know, in writing, about any change in my or my household's circumstances.

Your Signature

Your Partner's Signature

Date:

Date: