

# Change of circumstances



Please use this form to explain how your circumstances have changed.

Give in this form to us along with any documents that you have to confirm the changes (for example recent wage slips, birth certificate, recent bank or building society statements, a letter from your landlord).

Post the form to us at:

**Newham Benefits Service**  
**PO Box 23504**  
**London E15 4UU**

## About you

**Last name**

**Other names**

**Title** (Mr, Mrs, Ms and so on)

**National Insurance number**

**Address**

  
  
  

**Benefit reference number**

**Your daytime phone number**

## Details of the change

Please use the space below to explain the change in your circumstances. If the change happened more than one month ago, please explain the reasons for not telling us sooner.

**Your signature**

**Date**