

Housing Benefit and Council Tax Benefit

Paying your landlord

This form is about how we pay your Housing Benefit.

We always pay council tenants' benefit into their rent accounts. We normally pay other tenants' benefit into their bank accounts, but we can sometimes pay their landlords.

You should not fill in this form if you are a council tenant, but if you are another kind of tenant and you think we should be paying your landlord, use this form to tell us about it.

If you decide to fill it in, return the form to:

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

or telephone 020 8430 2000 for an appointment to see a benefit officer about the form.

Your details

Your last name

Other names

Title

Date of birth

National insurance number

Daytime phone number

Your address

Postcode

Your Housing Benefit reference, if you have one

Paying your landlord if you are in arrears

We have to pay your landlord if we are told that:

- the Department of Work and Pensions is deducting money from your benefit to pay rent arrears to your landlord.

We also have to pay your landlord if we are satisfied that:

- you are in arrears equal to 8 or more weeks rent. But this does not apply if it would be in your overriding interest not to pay your landlord, for example if you are withholding the rent to get repairs done.

We have discretion to pay your landlord if we think it is improbable that you will pay your rent.

It is not enough to say that you do not intend paying your rent. There must be evidence that:

- you have not been paying the rent; or
- you have a history of not paying the rent or other bills; and that you may not pay your rent in future; or
- something is likely to happen that means you may not pay your rent in future.

Are you in arrears?

If you think we should pay your landlord because you are in arrears or because it is improbable you will pay the rent, give your reasons here.

Please include with this form any evidence you have to support your application.

We might have to interview you or ask you for more information before we decide whether to pay your landlord.

Date

Signature

Difficulty managing your finances

People are likely to have difficulty managing their finances because of things like:

- health problems;
- bereavement;
- a sudden drop in income;
- not being used to budgeting;
- their income is too low to cover their bills;.
- severe debt problems;
- County Court judgments;
- undischarged bankruptcy;
- being unable to open a bank account.

Problems may often result from a mixture of things like low income, debts and poor health.

If there's not room in the box to explain why you are likely to have difficulty managing your financial affairs, please attach an extra sheet of paper.

We will need evidence to confirm your circumstances.

Are you likely to have difficulty managing your finances?

If you think we should pay your landlord because you will have difficulty managing your financial affairs, please give your reasons below.

Please include with this form any evidence you have to support your application.

We might have to interview you before we decide whether to pay your landlord.

Signature

Date