

Local Housing Allowance

Request for Housing Benefit to be paid directly to a landlord / agent

If you are a Private Tenant and you make a new claim for Housing Benefit after 7th April 2008 you will be sent any benefit entitlement directly to yourself. The Council is no longer able to pay Housing Benefit directly to a landlord because the tenant considers it more convenient.

If you think that this will cause you, the person you are representing or your tenant serious problems, please complete this form and return it to us.

Claimant

Name:

Address:

Post Code:

Tel Number:

Ref Number:

Representative / Landlord / Agent

Name:

Address:

Post Code:

Tel Number:

Please confirm your relationship to the tenant, e.g. relative, friend, Social Worker, Landlord etc.

Relationship:



Please tick the boxes below that apply and forward the evidence listed in the second column.
If the evidence is not provided we will not be able to consider your request.

✓	Please confirm below the reason why Direct Payments may cause a problem	Evidence Required
<input type="checkbox"/>	The tenant has learning disabilities which make it difficult for them to manage their finances.	Written evidence from a Social Worker, Support Worker, GP etc.
<input type="checkbox"/>	The tenant has a medical condition or mental health problem which makes it difficult for them to manage their finances.	Written evidence from a Social Worker, Support Worker, GP etc.
<input type="checkbox"/>	The tenant has serious difficulties with reading and writing.	Written evidence from a Support Organisation.
<input type="checkbox"/>	The tenant does not speak English.	Written evidence from a Support Organisation.
<input type="checkbox"/>	The tenant is dealing with an addiction to drugs, alcohol or gambling.	Written evidence from a Support Organisation, GP, Social Services, Care Workers, Hospital etc.
<input type="checkbox"/>	The tenant is fleeing domestic violence.	Written evidence from a Support Organisation, Social Services etc.
<input type="checkbox"/>	The tenant has recently been released from Prison.	Written evidence from the Prison or Probation Service.
<input type="checkbox"/>	The tenant has severe debt problems.	Court Orders, CCJs, evidence from Help Groups, Solicitors, creditors, debt advisers etc.
<input type="checkbox"/>	The tenant is an un-discharged bankrupt.	Copy of Court Order.
<input type="checkbox"/>	The tenant is unable to open a bank account.	Letters from banks or money advisers.
<input type="checkbox"/>	The tenant has a history of homelessness.	Evidence from a Support Organisation such as Homeless Families Unit.
<input type="checkbox"/>	The tenant has a history of non-payment of rent.	Rent records and letters proving attempts to recover arrears or evidence from a previous landlord.
<input type="checkbox"/>	The tenant is more than 8 weeks in arrears with their rent.	Rent records and letters proving attempts to collect monies.
<input type="checkbox"/>	None of the above circumstances apply, however direct payments will cause problems because: <div style="background-color: #d9ead3; height: 15px; width: 100%; margin-bottom: 5px;"></div> <div style="background-color: #d9ead3; height: 15px; width: 100%;"></div>	

Declaration

I declare that the information I have given you on this form is correct and complete. I authorise you to contact the organisations who have supplied evidence to support this application in order to verify the information provided. I understand that if this application is made on behalf of a claimant then you may need to contact them to discuss the application.

Signature:

Date:

Return to Housing Benefits: Wolverhampton City Council, Benefits Division, PO Box 3300, Wolverhampton WV1 1ZT.
Telephone: 551166 Website: www.wolverhampton.gov.uk