



**Elmbridge
Borough Council**
... bridging the communities ...

Elmbridge Borough Council
Civic Offices, High Street, Esher,
Surrey, KT10 9SD 01372 474060
Email:benefits@elmbridge.gov.uk
Website:www.elmbridge.gov.uk

Application for direct payments of Local Housing Allowance (LHA) Housing Benefits

Name:

Address:

Telephone Number:

Reference Number

Name of person completing form (if not the tenant):

Address:

Telephone Number:

Relationship to tenant:

For Official Use Only:

Date of Issue:

Date Stamp:

Please answer all of the following questions as fully as possible to enable us to make our decision.

1. Please could you tell us about the difficulties you feel you have that prevent you from being able to pay your rent to your landlord? For example medical conditions, physical disability, learning disabilities.

Documentary evidence will be required to support these reasons

2. Do you have a care or support worker? Please give their name and contact number.

3. Have you any previous problems maintaining rent payments?
Documentary evidence will be required to support these reasons

4. Do you currently have rent arrears? Yes No

How much are your rent arrears?

£

and how long has this been going on?

Documentary evidence will be required to support these reasons

5. Do you have other substantial debts or loans?

Yes No

Have you taken advice from the CAB or any other debt specialist?

Yes No

If yes, please provide details and supporting evidence.

Documentary evidence will be required to support these reasons

6. Is there any additional information you wish to provide to support your application for payments to be paid directly to your landlord?

Please provide documentary evidence to support this information.

7. Have you considered opening a bank account just for your rental payments?

Yes No

Would you like advice about opening a bank account?

This box must be completed

Tenant's Declaration

- The information given is true and correct.
- I am happy for my LHA Housing Benefit to be paid directly to my landlord for my contractual rent.

I have read and understand this declaration.
Please sign and date below (if you have a partner they should also sign below)

Claimant

Partner

Date

Person completing the form, if not the tenant

- The information given is true and correct.
- I believe it to be in the best interest of the tenant to pay LHA Housing Benefit directly to their landlord.

I have read and understand the declaration
Please sign the form and date below

Name

Signature

Date

Please return this form together with documentary proof to support the information to Elmbridge Housing Benefits signed by the claimant & if applicable their representative, with a signed completed Landlord declaration.

Documentary evidence will be required to support your reasons, e.g Letters from Doctors, CAB, Support Worker, rent statements, Court documents etc