



LOCAL HOUSING ALLOWANCE

APPLICATION FOR BENEFIT TO BE PAID TO A LANDLORD

Your Details	Your Tenant's Details
Name:	Name:
Address:	Address:
Post Code:	Post Code:
Telephone No.:	Telephone No.:

Local Housing Allowance will be paid to your tenant *unless* they are considered to be vulnerable or unlikely to pay their rent, or if they have rent arrears of eight weeks or more. Further information is given in the leaflet 'Local Housing Allowance. Payment of Benefit to Landlords: A Guide for Claimants and Landlords'.

Please select the reason why you are applying for payments to be made to you:

Tenant is in arrears Number of weeks/months outstanding

Have you taken recovery action? Yes No

Tenant is vulnerable or unlikely to pay Give details

Please provide evidence of your tenant's arrears. We will accept bank statements, rent receipt books, letters from: courts, the Department for Work & Pensions or lawyers.

DECLARATION

- I declare that the information that I have given on this form is correct.
- If applicable, I will provide evidence of my tenant's rent arrears and of any recovery action taken.
- I will advise the Benefits Team if my tenant pays their arrears after I submit my application.
- I know that I must immediately report any change in circumstances I am aware of that may affect my tenant's entitlement to benefit.
- I understand that any overpayment of benefit may be recovered from me if I receive direct payments.

Signature of landlord Date
 (Tick if agent on behalf of landlord)

Please return the form to: **Revenues & Benefits Team, East Dunbartonshire Council, William Patrick Library, 2/4 West High Street, Kirkintilloch. G66 1AD.** Enquiries can be made there or telephone 0800 901 057 or email benefits@eastdunbarton.gov.uk

OFFICE USE

Benefit Ref.: Evidence/information requested:
 Final decision made: Pay to: CLT LLORD