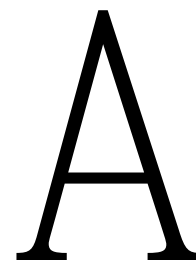


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A.Skeldon
Head of Revenues & Benefits



Housing and Council Tax Benefit

REQUEST FOR BACKDATED BENEFIT

Backdated benefit can only be awarded if the claimant can show continuous good cause as to why an application form was not submitted at the correct time. If you feel you can show continuous good cause please complete this form

REFERENCE:	AREA:
NAME:	
ADDRESS: <hr/>	

Please state the dates you wish to claim Backdated Housing / Council Tax Benefit

Have you been in receipt of Housing/Council Tax Benefit before ? YES NO

On what date were you notified that it had stopped ? _____

Have you submitted an application form ? YES NO

If so, when? _____

Where? _____

How i.e. post, by hand etc. ? _____

Do you have any correspondence or receipt to confirm that a claim was made ? YES NO

If so, what ? _____

Can you provide the confirmation ? YES NO

If yes please attach a copy to this form

Were there any medical reasons which prevented you from submitting an application form ? YES NO

If yes please attach proof from your doctor

If you did complete an application form what steps did you take to secure your Benefit entitlement 9

If you did not submit an application form at the correct time please state your reasons ?

Declaration and Warning

I declare that to the best of my knowledge and belief the information given is true and complete. I authorise the Council to check the information stated if they wish to do so, I agree to notify **promptly in writing** any change in circumstances which may affect my entitlement to Housing and Council Tax Benefit.

May I remind you that with effect from 1.7.97 it is a criminal offence for a person, dishonestly or without reasonable excuse, to fail to notify the Authority of a change in circumstances which he/she is required by Regulations to report.

To give false information or failure to disclose relevant information for the purpose of obtaining benefit can lead to prosecution.

Interviewer's Signature _____ Date _____

Claimant's Signature _____