

Housing benefit

Payment on two homes

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CHESTERFIELD
BOROUGH COUNCIL

Housing benefit on two homes

Housing benefit is normally only paid for the rent you pay on one home at a time.

There are a few exceptions to this and you may be able to get extra help if:

- You have moved into other rented accommodation due to fear of violence
- You are a student or trainee, are one of a couple, and have to live in separate rented accommodation from your partner
- You have a large family and the council has housed you in two properties
- You have moved to a new home which you pay rent on and still have to pay rent on your old home.

If you think any of these may apply to you, you will find more details are listed below.

Fear of violence

You may get benefit if you have left your former home and are staying away because of violence or fear of violence. This can be either in your home by another person, or outside your home by a former member of your family.

We always have to consider if it is reasonable to pay benefit and we may pay for up to 52 weeks.

For benefit to be paid you must intend to return and live in the home you left.

Students or trainees

Couples who are living in separate rented accommodation may receive benefit for both properties. We must agree that you cannot avoid living in separate accommodation and that is reasonable to pay benefit on both homes. There is no time limit on these payments.

Large families

If you have a large family and the council has housed you in two separate homes because your household is too large to be placed in one home, we can pay benefit for both properties. To qualify, both properties must be public housing (whether or not provided directly by the council) and should be next to each other or within a few streets of each other. There is no time limit on these payments.

Unavoidable overlap

If you have moved to a new home which you rent and still have to pay rent on your old home, you may be able to get some help. The situation has to be unavoidable, for example if you were offered a new home to rent but were unable to give your old landlord the notice he needed. Benefit may be paid for up to four weeks on your old home. For this to be considered you must have moved to your new home.

Application for payment of housing benefit on two homes

Please answer all the questions in full, or tick the boxes that apply. Then pull out the form and send it to the address on page 15 of this leaflet.

Title	<input type="text" value="Mr / Mrs / Miss / Ms"/>
Your surname	<input type="text"/>
All other names	<input type="text"/>
Your date of birth	<input type="text"/>
National Insurance (NI) number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Get this from your NI number card, payslips, tax papers or other letters from social security.	
Your address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text" value="Postcode"/>
Daytime phone number	<input type="text"/>

I want to claim housing benefit on two homes because:
(please tick the box that applies)

- I left home due to violence or fear of violence, **go to section 1.**
- I am one of a student couple who are living in separate rented accommodation, **go to section 2.**
- I have a large family and have been housed in two properties, **go to section 3.**
- I have moved to a new home which I rent and have had to pay rent to my previous landlord even though I wasn't living there, **go to section 4.**

Section 1. Violence or fear of violence

What is your usual home address?

Postcode

What is your new address?

Postcode

On what date did you leave home?

/	/
---	---

Please give your reasons for leaving home.

On what date did you leave home?

/	/
---	---

Section 2. Student couple

At what address are you living?

Postcode

On what date did you move into this address?

/	/
---	---

At what address is your partner living?

Postcode

On what date did your partner move into this address?

/	/
---	---

Please give the reasons why you are renting two properties.

We may ask you for more information at a later date.

Section 3. Large family in two properties

Please give the addresses of both the properties your family is living in.

Address one

Postcode

On what date did you move into this property?

/	/
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Address two

Postcode

On what date did you move into this property?

/	/
---	---

Please give the reasons why your family needs two properties to live in.

Section 4. Unavoidable overlap

At what address are you living?

Postcode

On what date did you give notice to your landlord?

/ /

How much notice did you have to give the landlord of your old address?

Up to what date will you be charged rent at your old address?
(Please enclose proof of this)

/ /

On what date did you leave your old address?

/ /

What is your new address?

Postcode

On what date did you accept your new tenancy?

On what date did your new tenancy start?

On what date did you move into your new address?

Declaration and warning

If you give false information, or you do not tell us information that is relevant, you may be prosecuted.

Declaration

- The information I have given is true and complete.
- I authorise the local authority to check the information if necessary.
- I will write and tell you if there are any changes in my circumstances or my household's circumstances.
- I understand that my application may not be considered if I do not give all the information asked for.

We must protect the public funds we handle and so we may use the information you have given on this form to prevent and detect fraud.

We may also share this information, for the same reasons, with other organisations which handle public funds. This information may be given to other departments within the council.

The information may also be used for statistical surveys. This means we may pass this information, in confidence, to the Department for Work and Pensions and agencies working on our behalf.

Do not delay in sending back this form otherwise your benefit may be affected.

You must sign the declaration below.

I have read the declaration and warning above and declare that to the best of my knowledge and belief, the information shown on this form is true and complete.

Your signature _____ Date _____

Your partner's signature _____ Date _____

If you think you should get extra benefit

If you think your circumstances mean that you should get benefit for two homes please fill in the attached application and send it to us.

If you would like more information please contact us. Our details are on page 15 of this leaflet.

What if I disagree with the council's decision on housing and Council Tax benefit

If you disagree with the decision you can ask us to look at your claim again. You must contact us within one month of the date of the decision letter. You can phone, write or visit us and ask us to explain the decision.

Also, you can ask for a written statement of reasons, which will show more information about the decision. If you are still not satisfied, you can appeal.

Please contact us and we will give you more advice.

Your claim for housing benefit

We will look again at our decision if you ask us to. Please write to us saying why you do not agree with the decision.

Do I have to tell the council of any changes?

YES: If your circumstances change in any way, the law says you must tell the benefits section immediately.

Would you like more information?

If you would like more information please phone the housing and Council Tax benefit section on the following number.

01246 345484 / 345507

**Chesterfield Borough Council
Benefits section
Customer Service Centre
85 New Square
Chesterfield
S40 1SN**

Website address: www.chesterfield.gov.uk

Our Benefits Office is open during the following hours:

Monday, Tuesday and Thursday

8.30am to 5pm

Wednesday

10am to 5pm

Friday

8.30am to 4.30pm

You can write to us at:

Chesterfield Borough Council

Benefits section, Customer Service Centre

P O Box 100

Chesterfield S40 1SN

Telephone:

01246 345484

01246 345507

If you have a computer, guidance about entitlement is on our website www.chesterfield.gov.uk

You can email us at:

benefits@chesterfield.gov.uk

For independent advice you should contact the following:

Citizens' Advice Bureau

Derbyshire Unemployed Workers Centre

Derbyshire Law Centre

Fraudline

Do you know someone who is falsely claiming benefit?
If you do please inform the benefit investigation unit
on the freephone fraudline number.

0800 393220

Are we accessible to you?

If not – ask us

- We want everyone to be able to understand us
- We want everyone to be able to read our written materials
- We aim to provide what you need to read, talk and write to us.

On request, we will provide for free:

- Language interpreters, including for sign language
- Translation of written materials into other languages
- Materials in Braille, large print, on tape or easy read

Please contact us:

Voice telephone: **01246 345345** Fax: **01246 345252**

Mobile text phone SMS: **079609 10264**

Email: **eoinfo@chesterfield.gov.uk**



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