

HOUSING BENEFIT AND COUNCIL TAX BENEFIT

Getting your claim backdated

Housing Benefit and Council Tax Benefit normally start on the Monday after your claim is received. You will need to fill in this form if you are late claiming benefit **and** you think your claim should be paid from an earlier date. We call this *backdating your claim*.

We cannot backdate your benefit automatically. You need to prove that you have **good reasons** for not making your claim sooner if you want us to backdate it. Good reasons must exist for the whole period – starting with the date you want us to pay from, right up to the date that you ask us to consider backdating. **However, by law, the most we can backdate your claim is 52 weeks from the date you ask us to consider doing so.**

We will need **proof of all your income and savings** from the **earliest date** that you want us to pay benefit from. We will also need the names, dates of birth, income and savings **of any other people who were living with you during the backdated period**. Where you have not supplied some of this information already, please give it at the time you return this form to us. We will write to you, before we decide how much benefit we can pay, if we need to know anything else.

Social Security Commissioners have already decided that the reasons shown here are not good enough to justify backdating claims. Therefore, we will usually refuse to backdate your claim if your only reasons for not applying sooner are that:

- you thought that your illness or situation would not last very long
- you did not know about claiming benefit
- you thought that you would only be out of work for a short time
- you were careless and did not bother to make a claim
- you thought that you would not get any benefit even if you did claim.

Please fill in the rest of this form if you think that you have GOOD REASONS for not claiming benefit sooner.

Mr/Mrs/Miss/Ms:	Last Name:
Date of Birth:	First Names:
Current Address:	If you are claiming for a different address , please give us that address here:

(Please turn over)

Please tick which type of benefit you would like us to backdate.

Housing Benefit

Council Tax Benefit

Both Benefits

What date should we backdate your claim to? _____

What date should your benefit end on?
(please put CONTINUOUS if it shouldn't end) _____

Please tell us here why your benefit claim was late. You need to give good reasons why you think we should backdate it. Please give as much information that you think is relevant – we won't know if you don't tell us!

Please tick this box if you have continued on a separate piece of paper

I confirm that, to the best of my knowledge, the information I have given on this form is true and complete. I give the Council permission to check any details if they wish to do so. I will tell Benefit Services at the Council, in writing and straight away, if any changes in circumstances happen that could affect the amount of benefit I should get.

Signature:

Full Name:

Date:

How to get more information and advice

Please contact us as shown here if you would like any more information or advice. We will be pleased to help.



ring us on 01775 761161 and ask for Jacqui Fowler on extension 4519



write to us at South Holland District Council, PO Box 8, Spalding, Lincs PE11 2XQ



fax us on 01775 711253



email us at benefits@sholland.gov.uk



call in and see us at the Council Offices in Priory Road, Spalding.

And finally...

Please use the envelope we've provided to send this form back to us – we'll pay the postage.