



Resources Directorate
Housing Benefit

Local Housing Allowance

Claim ref:

Payment to landlord form A - to be completed by tenant

Under the Local Housing Allowance (LHA) scheme, we will usually pay benefit to you, the tenant. You must then pay the rent to your landlord yourself.

If you think that getting Local Housing Allowance payments will cause you serious problems, we may be able to pay your LHA to your landlord. We will need to decide if you are having, or are likely to have problems managing your money and paying your rent.

If you would like us to consider making payment to your landlord, please complete this form and return it to us, together with the **proof** we need.

About the tenant

Surname or family name

Other names

Address:
 Postcode

Phone number

NINO

About the landlord

Landlord's name

Address

Phone number

If you / your partner are having, or likely to have problems managing your money and paying your rent, please tick all the boxes overleaf that apply to you. We will need to see proof, we have given examples of the type that is acceptable.

Reason for paying LHA to the landlord

Proof we need to see

I/my partner, has problems managing money because of learning difficulties

Written proof from care workers, your doctor, social services

I/my partner, has a medical condition or mental health problem which makes it difficult to manage money

Written proof from care workers, your doctor, social services

I/my partner, has difficulties reading and writing

Written proof from support groups

I/my partner, has difficulty speaking and understanding English

Written proof from support groups

I/my partner, is dealing with an addiction to drugs, alcohol or gambling

Written proof from support groups, your doctor, social services, hospital

I/my partner, is escaping from domestic violence

Written proof from support groups, social services

I/my partner, has recently been released from prison

Written proof from the prison or Probation Service

I/my partner, has severe debt problems

Court orders, CCJ's , proof from debt advisors, solicitors, creditors, bank statements

I/my partner, is an undischarged bankrupt

Copy of the court order

I/my partner, is unable to open a bank account

Letter from bank or money advisors

I/my partner, has a history of rent arrears or homelessness

Proof from support groups, homeless charities

Other reason - please tell us about it below

Please continue on a separate sheet of paper if you need more space

Declaration

Even if someone else has filled in this form for you, you must sign this declaration if you can. I believe the information I have given on this form is correct and complete. I agree that you may ask any of the people, or organisations mentioned on this form, for any information that is needed to deal with my request. I understand that you may need to contact the tenant and that you will tell them about the information I have given you.

Your signature

Date

Your partner's signature

Date