

Backdated Benefit



GREAT YARMOUTH
BOROUGH COUNCIL

Housing Benefit and Council Tax Benefit

Please read the details in this leaflet
but if you require more information ring
Customer Services
846291

If you need assistance with any Benefit problems
ring the Welfare Rights Section ~ 846291

or write to
Great Yarmouth Borough Council,
Revenue Services
Trafalgar House,
Hall Plain,
Great Yarmouth NR30 2QG.

Signed:.....

Date:...../...../.....

Please return the completed form to
Great Yarmouth Borough Council
Trafalgar House
Hall Plain
Great Yarmouth
NR30 2QG

This leaflet explains how the date of your claim for Housing and Council Tax benefit is decided. It also tells you how to apply for your claim to be backdated.

What can I do if I do not agree with the date of claim?

If you want your claim to start from an earlier date, we can backdate your benefit for up to 6 months in certain circumstances. However, you must have a good reason for not claiming earlier. You do not need to ask for your claim to be backdated if you are a pensioner.

How has my date of claim been decided?

The date of your claim depends on your circumstances and:

1. If you have already been awarded Income Support or income-based Job Seeker's Allowance (JSA):
your benefit claim will be the same date as when you are first entitled to Income Support, providing your benefit application form is received at the local Benefits Agency or Council Offices within one month of your claim for Income Support or income-based JSA.
2. If your claim for those benefits is unsuccessful:
the date of your claim for benefit is the day that the application form for benefit is received at the Benefits Agency, Job Centre or the Council Offices.
3. In any other case:
the date of your claim is the day that the written application for benefit is received at the Council Offices.

Application forms for Housing and Council Tax benefit are available from Great Yarmouth Borough Council or the Benefits Agency (ask the agency for form NHB1). Benefits are awarded from the Monday after the date of claim unless the claim is received in the first week of your tenancy.

What is good reason?

Some examples are:-

- death of close relative
- being in hospital or seriously ill
- being wrongly advised by a person who should have known better
- language difficulties.

However, it is NOT a good reason simply not applying. Ignorance is not treated as good cause.

If you are a Private Tenant and are due to receive Local Housing Allowance, and we decide to back date your claim, it can sometimes affect the amount of Local Housing Allowance your entitlement is based on. In some cases, this may cause an overpayment. If this happens, we will recover any overpayment from you.

How to complete this form

Please complete Part A in full and write your reasons for backdating your claim in Part B below.

PART A

Reference number	<input type="text"/>
Telephone number	<input type="text"/>
Name	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

I would like to request that my application for Housing and Council Tax Benefit is considered for backdating:

For the period	<input type="text"/>
To	<input type="text"/>

PART B

Please tell us your reasons for any delay in making your application.
Continue overleaf and on a separate sheet if necessary.