

Housing Benefit Overpayment Recovery
Request for reduced rate
from ongoing Housing Benefit entitlement

Personal Budget Form – Income and Expenditure

Claim Ref:..... If Known

Name

Address.....

.....

.....

Telephone number.....

Email address.....

YOUR INCOME	WEEKLY	4 WEEKLY	MONTHLY
Take Home Pay - inc partner)			
State Benefits – Please specify			
Child Benefit			
Pension Income			
Other Income – please specify			
TOTAL INCOME – BOX A			

YOUR EXPENDITURE	WEEKLY	4 WEEKLY	MONTHLY
Rent/Mortgage			
Council Tax			
Water Rates			
Electricity			
Gas			
Other Fuel (Please specify			

Buildings/Contents Insurance			
Life Insurance			
Housekeeping (food etc.)			
T.V./ Video/ Satellite Hire			
T.V. Licence			
Telephone/Cable (Please specify)			
Clothing			
School Meals			
Car Expenses (petrol etc.)			
Car Tax			
Car Insurance			
Catalogue			
Loans (Include loan period)			
Credit/Store Cards			
Hire Purchase			
Court Fines			
Other (Please specify)			
Pension Payments			
Regular Savings/Investments			
Additional Voluntary Contributions (AVCs) etc			
Mobile Phone			
Childcare Costs			
Maintenance Payments			
Prescriptions/Dentist/Glasses Etc.			
Alcohol/Cigarettes			
Holidays			

Department of Works and Pension Deductions			
Attachments to Earnings			
TOTAL EXPENDITURE – BOX B			

TOTAL INCOME	BOX A - £
MINUS TOTAL EXPENDITURE	BOX B - £
DISPOSABLE INCOME	BOX C - £

I acknowledge that I owe the Isle of Wight Council overpaid Housing Benefit and would like you to consider my offer of repayment of £..... Per week

Declaration

I believe the information provided is accurate and a true reflection of my income and expenditure. I understand that proof may be required in support of this statement and authorise you to contact any of my creditors and/or employer for confirmation of the details submitted.

Signed:.....

Date:.....

Please post to Revenues and Benefits Services, PO Box 238, Newport, Isle of Wight, PO30 9FP.

Alternatively, once completed by the appropriate person, the form may be scanned and emailed to housing.benefit@iow.gov.uk or visit one of the help centres at Ryde Library or Newport County Hall – details of the opening hours can be found on our website.

For further information on Housing Benefit and Local Council Tax Support, please visit www.iwight.com

If your circumstances change, you must tell the council's Benefit section as it may affect your entitlement. You must report all changes for you and your partner (if you have one) and anyone else living with you, within one calendar month for Housing Benefit and within 21 days of the change for Local Council Tax Support.

Changes you must tell us about:

For example:

- any of your children leave school or leave home
- anyone moves into or out of your home, including lodgers and subtenants
- your income or the income of anyone living with you, including benefits, changes

Cont..

- your capital or savings change or exceed £6000/£16000
- you or anyone living with you becomes a student, goes on a Youth Training Scheme, goes into hospital or a nursing home, goes into prison, or changes or leaves a job
- your rent changes
- you move address
- you or your partner are going to be away from home for more than a month
- you or anyone living with you starts work
- you receive any decision from the Home Office
- changes to Tax Credits
- If your Pension Credit/Income Support/Job Seeker Allowance ends
- If you, your partner or non-dependant(s) receive Universal Credit
- anything you have told us about changes, or
- if anyone leaves or comes to live with you
- You get married, form a civil partnership or start living with someone as if you are married or civil partners
- If a child ceases full time education or takes up full time work or child benefit ceases

This is not a full list. If you are not sure, ask us for advice. You must tell the council's benefit office about any changes in writing or by telephone. If you do not tell us about these changes, you may lose money you are entitled to or you may get too much benefit.

Don't rely on someone else to pass the message on. It is an offence not to tell us about any change of circumstances that affect your benefit. We may take court action against you and if we pay you too much benefit, you will probably have to pay it back.