

A QUICK GUIDE TO A CHANGE OF CIRCUMSTANCES

Now that you have been issued confirmation of your current Housing Benefit claim, it is worth remembering a few things that might alter this decision. If there is any change in circumstances with the income of you or anyone living at your tenancy, then this will almost always affect your Housing Benefit.

If you do not report any such changes, you could either lose out on benefit due to you, or face a large bill when Housing Benefit later find out that you were being paid too much. In some cases Housing Benefit will raise fraud action, if they feel that you deliberately failed to inform them of something.



WHAT KIND OF CHANGES CAN AFFECT MY HOUSING BENEFIT?

1. Any household changes i.e. if anyone else moves in to live with you, or moves away. This can make changes, whether the individual is a partner, child, a friend, a relative, or a lodger, etc.



2. Any changes in income for you, your partner, or anyone aged 18 or over living with you.

This will apply to most types of income e.g. wages, work pensions, etc.

3. If you are awarded any other benefits, such as Working or Child Tax Credit, Incapacity Benefit, Disability Living Allowance, etc. Similarly if you lose any such benefit, this may change the rate of Housing Benefit due to you.

4. If you leave work due to illness, redundancy, or to commence further education, etc.

REVIEWING YOUR SITUATION

West Dunbartonshire Council may contact you at any stage, if they need information or wish to review your claim. You must provide on time any evidence requested by the Council in order to avoid losing your claim.

You can contact Cordale Housing Association if you require assistance to complete Housing Benefit forms on 01389 721216.



Yvonne Reilly
Housing Services Officer

Lauren McGall
Housing Services Assistant

GETTING ADVICE

These are just a few of the most common situations that can change the level of Housing Benefit that is due to you. If you have any enquiries, you can phone the Council on 01389 738555, and ask to speak with the Housing Benefit team.

Alternatively, you can get advice in confidence by contacting Money Advice on 01389 737042



HOUSING ASSOCIATION

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Office Opening Hours

Monday	9.00am to 12.30pm	1.30pm to 5.00pm
Tuesday	9.00am to 12.30pm	1.30pm to 5.00pm
Wednesday	Closed	1.30pm to 5.00pm
Thursday	9.00am to 12.30pm	1.30pm to 5.00pm
Friday	9.00am to 12.30pm	1.30pm to 5.00pm

This leaflet can be made available in other languages, on tape, large print or Braille on request

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HOUSING ASSOCIATION

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