

Change in circumstances

You need to report any changes in circumstances to us, these changes can include:

- Your Income Support, Jobseeker's or Universal Credit ending
- Starting or stopping work
- Increases or decreases in your regular earnings
- Tax Credits, stopping, starting, increasing or decreasing
- Other Social Security benefits stopping, starting, increasing or decreasing
- Changes in maintenance being received
- Inheriting or receiving any land, property, investments, assets or other capital (over £250)
- Winning the Lottery, the pools or other cash prizes (Over £250)
- Moving address
- A partner moving in or moving out
- A dependent child joining or leaving your household or a newborn child
- Increases or decreases in any unearned income
- Private tenants, boarders, lodgers and housing association tenants must notify changes to the rent (for example rent Increases or decreases)
- Dependent children leaving education to start work
- Pension payments starting, stopping, increasing or decreasing
- Death of claimant, partner or children included in the claim
- Other people living in your home who join, or leave your home
- Changes in the circumstances of other people (non-dependants) living in your home (including changes In their income).
- And any other change in your circumstance that is not mentioned above

Once you claim housing and council tax benefit you are responsible for notifying any change in circumstances that could affect the information originally provided on your claim form. It could affect the amount of benefit granted.

Reporting your change in circumstances

Customer details

Name

Address

Postcode

Telephone

Email

Date of change

What the change is

Customer signature

Date

Print name

Date