

ITEMS TO SUPPORT YOUR HOUSING BENEFIT CLAIM



If you are making a claim for housing benefit, use this checklist to work out what items you need to provide.

ID (AT LEAST 2)

- Birth certificate
- Driving licence
- National insurance number card Passport
- Bank or credit card
- Medical card
- Benefit payment book Marriage certificate
- Wage slip
- EEC identity card
- Recent gas or electricity bill

PROOF OF ADDRESS (AT LEAST 1)

- Recent gas or electricity bill
- Occupation contract

PROOF OF RENT

- Occupation contract
- Rent book
- Letter from landlord

PROOF OF EARNINGS IF WORKING

- Last 5 pay slips if paid weekly
- Last 3 pay slips if paid monthly

- If you cannot provide pay slips, get your employer to complete the section at the back of the claim form.

PROOF OF EARNINGS IF SELF-EMPLOYED (ALL)

- Latest accounts
- Latest personal/business bank statements
- Latest tax assessment
- Proof of estimated earnings if you have been self-employed for less than a year

PROOF OF SAVINGS

- Last 3 months' bank statements for each account you hold
- Savings book
- Savings certificates
- Share dividend statements
- Information about any savings or investments that your children have.

PROOF OF BENEFITS/TAX CREDITS (1)

- Benefit book (don't send this by post) Award letter and bank statement if you get paid into your bank account.

PROOF OF ANY OTHER INCOME

Latest pension statement Proof of any
maintenance Grant / bursary award letter.

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Information contained in this checklist is correct at the time of publication. Please check details before use. Shelter Cymru is a registered charity No. 515902

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