

## Request for Local Housing Allowance to be paid to Landlord

### Reason for request

- The tenant is 8 weeks or more in arrears with the rent
- The tenant is unlikely to pay the rent
- The tenant is likely to have difficulty paying the rent

### Tenants details

Name	
Address	
Telephone number	
Email address	
HB reference number	

### Landlord details

Name	
Address	
Telephone number	
Email address	

We will need evidence that the tenant is in rent arrears. This can be a copy of the current rent statement showing when the rent was due and when the rent has been paid for the past 12 months or since the tenancy started.

The statement must include the following:

- Tenancy start date
- Rent charged
- Frequency that payments are due
- Current rent arrears outstanding
- Dates and amounts of all payments received in the last 12 months
- The statement must be signed and dated

Alternatively the Benefits Assessment Unit can provide you with a blank rent statement for completion. Please contact the Customer Services Team on 0845 245 8000 or email [lha@calderdale.gov.uk](mailto:lha@calderdale.gov.uk).

Please explain below why you consider that Local Housing Allowance payments should be paid directly to the landlord. A few areas to consider are:

- Do you have any learning difficulties, health conditions, addiction issues
- Have you previously had problems in maintaining rent payments
- If there are any language barriers
- Do you currently receive support if so from whom
- How long the arrangement for direct payment should continue

Please try and provide as much documentary evidence as possible to support your request and provide contact information for any person currently providing you with support.

Name of person providing support	
Organisation / relationship to tenant	
Contact telephone number	
Email address	

### **Declaration**

The information I have given is true and correct. I am happy for contact to be made with my landlord or supporter if further information is needed to deal with this request.

Name		Signature		Date	
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