



DOCUMENT MANAGEMENT

14 SEP 2007

BATCH.....

Ref No:

Please fill in this form in **black ink**.

Note: You should continue to pay your Council Tax until your benefit is worked out.

Are you an:

Owner Occupier	<input type="checkbox"/>	Council Tenant	<input checked="" type="checkbox"/>
Private Tenant	<input type="checkbox"/>	Housing Association Tenant	<input type="checkbox"/>
Bed & Breakfast Tenant of Enfield Council	<input type="checkbox"/>	Other	<input type="checkbox"/>

If other, please state

Are you or your partner:

You	Under 60 years old	<input checked="" type="checkbox"/>	Your partner	Under 60 years old	<input type="checkbox"/>
	Over 60 years old	<input type="checkbox"/>		Over 60 years old	<input type="checkbox"/>

Do you or your partner receive Income Support?

You	No	<input type="checkbox"/>	Your partner	No	<input type="checkbox"/>
	Yes	<input checked="" type="checkbox"/>		Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>		No	<input type="checkbox"/>
	Yes	<input type="checkbox"/>		Yes	<input type="checkbox"/>

Do you or your partner receive Job Seekers Allowance (income-based)

You	No	<input type="checkbox"/>	Your partner	No	<input type="checkbox"/>
	Yes	<input type="checkbox"/>		Yes	<input type="checkbox"/>

Customer Receipt

**for Housing Benefit and Council Tax Benefit
Application Form - FOR OFFICE USE ONLY**



Documents Received

<input type="checkbox"/> Benefit Application Form	<input type="checkbox"/> Type of I.D.....	<input type="checkbox"/> Proof of N.I Number
<input type="checkbox"/> Benefit Renewal Form	<input type="checkbox"/> Type of residency	<input type="checkbox"/> Backdate request
<input type="checkbox"/> Tenancy Agreement	<input type="checkbox"/> Proof of state benefit	<input type="checkbox"/> Other
<input type="checkbox"/> Wage slips - number	<input type="checkbox"/> Proof of capital / savings	

Ref No:

Name

Address

office stamp

Receiving Officer Signature

Revenue Information Benefits Helpline: 8.30 - 4.30pm - 020 8379 3798
Revenue Information Helpdesks: 9.00 - 4.30pm - Civic Centre
9.00 - 4.00pm - John WRkes House