



Application for a Council Tax Discretionary Hardship Payment

Council Tax Reduction Hardship Payment is a discretionary scheme administered by Wirral Council.

The scheme may be able to help people in exceptional circumstances who are struggling to pay their Council Tax, but if it does not cover a shortfall between the amount of Council Tax reduction received and the amount of Council Tax that has to be paid.

Any awards will only be considered up to 31st March in any financial year

A successful application does not guarantee that a further award will be made at a later date, even if your circumstances have not changed.

Any reduction granted, will be paid direct to your Council Tax account to reduce payment of Council Tax

Council Tax Reference

Name: Title: Forenames Surname

Address:

Postcode:

Telephone Number:

Email Address:

Is this the address that you are applying for a reduction to be applied?

Yes No

If No, please write the address below:

From what date do you want to claim a Discretionary Council Tax Reduction payment for?

Date: to Date:

Do you or any members of your family have any special needs as a result of a medical condition or anything else we may need to consider for this application?

Please explain why you are requesting a Council Tax Discretionary Payment. What are the current circumstances which are causing you hardship? Please give any information that you think is relevant?

How long do you expect these circumstances to last for?

**What have you done to improve this situation? (For example, financial review/
planning; starting work, taking in a lodger, decreasing your expenditure)**

Are you receiving financial assistance from any other source?

Yes No

If Yes, please provided full details:

Please give any additional information that you feel will support your claim:

Income and Expenditure Details

Earned Income	How Much?	How Often?
Your Pay after Deduction		
Husband/Wife/partners pay after deductions		
Benefits Received	How Much?	How Often?
JSA (Contribution based)		
JSA (Income based)		
Income Support		
ESA (Contribution Based)		
ESA (Income related)		
Universal Credit		
Working Tax Credit		
Child Tax Credit		
Child Benefit		
Maintenance/Child Support payment		
Incapacity Benefit		
Disability Living Allowance (Care) OR Personal Independence Payment (Daily Living)		
Disability Living Allowance OR Personal Independence Payment (Mobility)		
Other Benefits		
Pensions Received	How Much?	How Often?
State Pension		
Private Pension		
Other Income	How Much?	How Often?
Housekeeping/money from non-		

dependants		
Other e.g. Income from lodgers (please specify)		
TOTAL INCOME		

EXPENDITURE (including any arrears)	How Much?	How Often?
Mortgage/Rent you pay (Amount not covered by Housing Benefit)		
COUNCIL TAX you pay (not covered by Council Tax Support)		
Gas		
Electricity		
Water Rates		
Insurances(Personal/home/health)		
Telephone Landline		
Mobile Telephone		
TV licence		
Digital TV/Internet		
Housekeeping (Food/Toiletries)		
Petrol		
Travel Expenses		
Maintenance/Child Support Payments		
Registered Child Care costs		
Prescriptions		
School Meals		
Court Fines		
Other - please specify		

Credit Commitments	Balance Outstanding	How Much?	How Often?
Credit/Store Cards			
Catalogues			
Loan Repayments			
HR Repayments			
Loans from family			
Other Credit debts - please specify			
TOTAL EXPENDITURE			

Please provide evidence. Photocopies will be accepted.

If any of your expenditure includes arrears please provide evidence, e.g. rent arrears, telephone bill.

DECLARATION

Even if someone else has filled in this form for you, you must sign this declaration if you can. Please read this declaration carefully before you sign and date it.

I understand the following.

- If I give information that is incorrect or incomplete, you may take action against me. This may include prosecution.
- You will use the information I have provided to consider my claim for Discretionary Housing Payment. You may check some of the information with other sources within the council and other councils.
- You may use any information I have provided in connection with this and any other claim for social security benefits that I have made or may take. You may give some information to other government organisations, if the law allows this.

I know I must let Wirral Council know straightaway about any change in my circumstances that might affect my claim.

I understand that if I knowingly provided false or incomplete information and fail to inform you of changes in my circumstances, I may be prosecuted.

I declare the information I have given on this form is correct and complete

Signature of person claiming:

Date

If this form has been partly or fully completed by someone other than the person claiming;

As far as possible, I have confirmed with the person claiming that the answers I have written on this form are correct. If I am making this claim on behalf of the above person, I understand that I am liable for what I have written on the form and accept the declaration applies to me.

Signature

Relationship to the person claiming:

Date:

You can hand this form in at any of our One Stop Shops, or post it to:

Wirral Council, P.O. Box No.290, Wallasey CH27 9FQ. You can contact the Council

Tax and Housing Benefits section by telephone, on **0151 606 2002.**