

# Scarborough Borough Council



## Benefits Service *“Striving for excellence”*

### **APPLICATION FOR PAYMENT OF LOCAL HOUSING ALLOWANCE TO A LANDLORD (for Landlord use)**

Under the Local Housing Allowance (LHA) Scheme we will normally pay Local Housing Allowance to the tenant.

If you think that getting Local Housing Allowance payments will cause your tenant serious problems, we may be able to make Local Housing Allowance payments directly to you, the Landlord. We will need to decide if your tenant is having, or likely to have problems managing money and paying rent.

You may not need to answer all the questions in this form but please try to give as much information as you can.

The information you give on this form will help us to decide if it is appropriate to pay you, the Landlord.

Please provide the evidence required, outlined overleaf, to support your request.

Your Name: .....

Address: .....  
.....

Telephone No: .....

Your relationship to tenant (e.g. Landlord) .....

Your Tenants Name: .....

Address: .....  
.....

Telephone No (if known): .....

Claim Ref No (if known): .....

Please tick the box or boxes that apply and provide the evidence required.

Reason direct payment to tenant is a problem	Examples of Evidence which may be required
<input type="checkbox"/> The tenant has learning disabilities which make it difficult for them to manage their finances	Written evidence from CAB, Social Worker, Support Worker, GP etc
<input type="checkbox"/> The tenant has a medical condition or mental health problem which makes it difficult for them to manage their finances	Written evidence from CAB, Social Worker, Support Worker, GP etc
<input type="checkbox"/> The tenant has serious difficulties with reading and writing	Written evidence from CAB, other Support Organisations
<input type="checkbox"/> The tenant does not speak English	Written evidence from CAB, other Support Organisations
<input type="checkbox"/> The tenant is dealing with addiction to drugs, alcohol or gambling	Written evidence from CAB, other Support Organisations, Social Services, Care Workers, Hospital, Healthcare professional etc
<input type="checkbox"/> The tenant is fleeing domestic violence	Written evidence from CAB, other Support Organisations (e.g. Womens Aid), Social Services etc
<input type="checkbox"/> The tenant has recently been released from prison	Written evidence from the Prison or the Probation Service
<input type="checkbox"/> The tenant has a severe debt problem	Court Orders, CCJs, Evidence from Help Groups, Solicitors, Creditors, Debt Advisors etc
<input type="checkbox"/> The tenant is an undischarged bankrupt	Copy of Court Order
<input type="checkbox"/> The tenant is unable to open a bank account	Letters from banks or money advisers, CAB.
<input type="checkbox"/> The tenant has a history of homelessness	Evidence from Support Organisations, Homeless Charity etc
<input type="checkbox"/> The tenant has a history of non-payment of rent	Rent records and letters proving attempts to collect monies or evidence from a previous Landlord
<input type="checkbox"/> The tenant is more than 8 weeks in arrears with their rent	Rent records and letters proving attempts to collect monies
<input type="checkbox"/> <b>None of the circumstances above apply, but direct payments will cause problems because:</b> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	

**DECLARATION**

I **declare** that the information I have given in this form is correct and I **authorise** you to make enquiries to check any of the information or evidence I have provided.

Signature: -----

Date: -----