



North Tyneside Council

**Revenue and Benefit Service
North Tyneside Council**

Quadrant East
Silverlink North
Cobalt Business Park
North Tyneside
NE27 0BY

Tel: 0345 2000 101

email: benefits@northtyneside.gov.uk

www.northtyneside.gov.uk

DISCRETIONARY HOUSING PAYMENT REVIEW

Customer Name		Housing Benefit number	
Address			
Contact telephone number			

Please give below details of why you wish the decision regarding your DHP to be reviewed.

If your request is for a change in your expenses please complete the relevant boxes overleaf and provide proof of all of your payments (we will be unable to review your case if you do not provide the proof)

Rent	£	Travelling Expenses	£
Council Tax	£	Motor Vehicle / Petrol	£
TV Licence	£	Tax, Insurance & Maintenance of Motor Vehicle	£
Water Rates	£	Bank / Building Society Loans	£
Housekeeping (food, toiletries etc)	£	Other Loans	£
Gas	£	Mail Order / Catalogue	£
Electricity	£	HP / Credit Agreements	£
Telephone	£	Social Fund Loan Repayments	£
Multimedia Package (Sky/Virgin)	£	Fines	£
Child Maintenance Payments	£	Other (please specify)	£

Declaration - I understand that:

- If any of the information I have provided with regard to my DHP claim is untrue, the Council may take steps to recover any DHP that I am not entitled to.
- I have a duty to inform North Tyneside Council immediately if there is any change in my circumstances that may affect any award of DHP.
- I will be expected to repay any amount of DHP I am overpaid.
- I am aware that I may be referred to CAB where the Council feels that they can help with my finances, and that CAB may contact me before I receive my decision notice. If I do not want to be referred to CAB then I will need to provide my reason below. If I have submitted my form and wish to remove my consent to be referred to CAB I will notify the Council.

Signature:

Date: