

Housing Benefit Payments Direct to Landlord Form

For us to pay your landlord your housing benefit payments directly you need to fill in section A of the form below.

Your landlord needs to fill in and sign section B. When the form has been completed, please send it to, Benefits Section, 15th floor Taberner House, Park Lane, Croydon, CR9 1BQ.

If you need any more information please feel free to contact us by calling our Customer Contact Centre on 0208 726 7000 to talk to one of our advisors. We are open Monday 8am to 6.45pm and Tuesday to Friday 8am to 6pm.

Section A. (To be filled in by you)

Your full name and address:

Your benefit claim number if known:

Your reasons for wanting us to pay your landlord:

Your landlord's name and address:

- * I would like you to pay any housing benefit I am entitled to straight to my landlord.
- * I understand that the Council may not agree to do this.
- * I know that the Council can end this arrangement at any time.
- * I agree to give the Council two weeks notice if I want to end this arrangement

Your signature:

Date:

Section B. (To be filled in by your landlord)

Your tenants full name and address:

- * I am the landlord (or the landlord's representative) of the person named in section A.
- * I agree that I will write and tell you straight away if the tenant gives notice to leave or leaves without giving notice; and pay back any overpaid Housing Benefit which is sent to me.
- * I understand that you do not have to pay housing benefit straight to me and if this arrangement ends, you will pay any housing benefit to the tenant.

Name of Bank/Building Society	
Name account held in	
Sort Code	
Account number	
Roll Number (Building Society account only)	

Landlord signature:

Date:

Landlord name: (please write your name in capital letters)

If you get benefit payments for other tenants, please give your schedule reference.

If you are Managing Agents, please give the company address:

Company address:

Owner's name and address:

Please return this form to:
Croydon Council
Benefits Section
15th floor Taberner House
Park Lane
Croydon
CR9 1BQ.