

Revenues and Benefits

Civic Centre
The Water Gardens
Harlow, Essex, CM20 1WG
Telephone: 01279 446633
E-mail: hdc.benefits@harlow.gov.uk

Change Of Circumstances

Last Name:	<input type="text"/>	Other Names:	<input type="text"/>
Address:	<input type="text"/>		
Postcode:	<input type="text"/>	Telephone N^o:	<input type="text"/>
Date of change of circumstances	<input type="text"/>		

Please choose from the list below:

Have you changed, or about to change your address?

Old Address

New Address

If your new landlord is not Harlow Council you will need to provide a tenancy agreement. You may need to complete an additional form.

Is your income the same? **Yes** **No**

Is everybody moving? **Yes** **No**

If receiving Income Support or Jobseekers Allowance, have you told the DWP? **Yes** **No**

Have you told Council Tax you are moving? **Yes** **No**

Have you started working?

You will need to complete a 'Working For An Employer' form and provide wage slips, or complete a 'Certificate of Employment' form

Are you working more or less hours?

You will need to provide wage slips to show your new rate of pay.

Has someone else started working?

What is their name? You will need to provide their wage slips.

Have you changed your job?

Please complete the form 'Working for an Employer'.

Has someone moved in?

What is their name? Date of Birth

What is their relationship to you?

If they are over 18, we need to see proof of their income.

Has someone moved out?

What is their name?

Forwarding Address.

Has a child left school?

What is their name? Leaving Date

What are they doing now?

Is there anything else you think we should know?

Your signature

Date

For Official Use Only
Forms Issued?