

**From claimant to housing benefits**

**Requesting benefit on two homes because of unavoidable rental liability**

[Your address]

[Your telephone number]

[Your email address]

[Date]

[Address of the Council's housing benefit department]

By [first class post / hand / email to: [email address]]

Dear Sirs

**Re: Request for payment of housing benefit on two homes  
Unavoidable rental liability  
Housing Benefit Regulations 2006, SI No. 213, Reg. 7(6)(d)  
Your ref: [Housing benefit reference number]**

I write to ask that you pay housing benefit for two homes.

I have accepted a tenancy at [new address], which starts on [date new tenancy starts].  
However, my tenancy at [original address] does not end until [date original tenancy ends].

I confirm that I moved into my new property on [date]. I was obliged to move quickly  
because [give reason why you had to move quickly, eg: The landlord required me to accept  
the tenancy and move in as a condition of the offer of tenancy].

It was not possible for me to avoid having to pay rent on both properties because [give the  
reason(s) why you could not end your old tenancy and start the new tenancy on the same  
date, eg: my new landlord required me to sign for the new tenancy straight away. I had to  
give four weeks' notice on my old property, and the requirement that I give four weeks'  
notice means that I have no option to pay rent on two properties].

Please contact me if you need any further information.

Yours faithfully

[Your name]

