

Consent form for disclosure of information about benefit claim to landlord

**AUTHORISATION FOR DISCLOSURE OF INFORMATION ABOUT MY HOUSING BENEFIT CLAIM**

To: [insert name and address of council's housing benefit section]

I \_\_\_\_\_ [full name]

of \_\_\_\_\_  
\_\_\_\_\_ [full postal address]

\_\_\_\_\_ [claim reference number (if known)]

\_\_\_\_\_ [National Insurance Number]

hereby give the housing benefit section of [name of council] Council permission to share information about my claim for housing benefit with my landlord [name and full address of landlord].

I specifically consent to you disclosing the following information to my landlord in relation to my claim should they request it:

- whether my claim has been received;
- the status of my claim;
- whether you are waiting for further information, documentation or evidence that you reasonably require in order to make a decision on my claim
- if so, a description of the information or documentation required
- if a decision has been made on my claim:
  - the date my benefit starts and ends
  - the weekly amount of my benefit
  - when my benefit will be paid
- whether a decision has been made that there is a recoverable overpayment of benefit, and if so details of the overpayment;

I understand that I can withdraw this permission at any time and that withdrawing this permission will not affect my eligibility for benefit. I also understand that the Council cannot disclose personal information about me, for example details of my income and other benefit entitlements.

Signature: \_\_\_\_\_ [of the claimant]

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

