

STATEMENT OF MEANS & OFFER TO REPAY HOUSING BENEFIT OVERPAYMENT

Customer Name:		Customer Reference:	
1. Income (after deductions)		4. Total income & expenditure	
Type of income	Monthly amount		
Wages/Salary/Pension (Self)	£	Total Income (A)	£
Wages/Salary/Pension (Partner)	£	Less Total Expenses (B)	£
Income Support/JSA/ESA	£		
Working and/or Child Tax Credit	£	=	Money for bills (C)
Child Benefit	£		£
Money from non-dependent (s)	£	5. Priority Payments	
Other	£	Type of payment	Monthly repayment amount
Total Income (A)	£	Rent arrears	£
2. Capital		Mortgage arrears	£
Type of account i.e. current, savings, ISA, etc.		2 nd Mortgage arrears	£
	£	Council Tax arrears	£
	£	Water Rates arrears	£
	£	Fuel debts: Gas	£
	£	Electricity	£
	£	Other	£
Total Capital	£	Fine arrears	£
3. Expenses		Maintenance arrears	£
Type of expense	Monthly payment	Other	
Mortgage or rent	£	1.	£
2 nd mortgage	£	2.	£
Council Tax and/or Business Rates		Total priority payments (D)	£
House/contents insurance	£	6. Total income & expenditure including priority payments	
Life insurance	£		Money for bills (C)
Gas	£	Less	Priority Payments (D)
Electricity	£	=	Income available for other payments (E)
Housekeeping	£		£
TV Rental or license	£	7. Offers of repayment to Creditors	
Maintenance Payments	£	Creditor	Balance Owed
Travelling expenses	£	Monthly offer of repayment	
School meals	£	1.	
Clothing	£	2.	
Laundry	£	3.	
Telephone	£	4.	
Prescriptions	£	5.	
Other (please specify)	£	6.	
		7.	
Total Expenses (B)	£	8.	
Total Monthly Payment Offer for repayment of Housing Benefit overpayment <div style="display: inline-block; border: 1px solid black; border-radius: 15px; width: 150px; height: 30px; vertical-align: middle; margin-left: 10px;">£</div>		Total debts	£
		I offer to make the arrears payment as shown here commencing immediately on the date stated below and monthly thereafter. 1 st <input style="width: 50px; height: 25px; border: 1px solid black;" type="text"/> 10 th <input style="width: 50px; height: 25px; border: 1px solid black;" type="text"/> 20 th <input style="width: 50px; height: 25px; border: 1px solid black;" type="text"/>	

Offer To Pay By Instalments

Please answer all questions and return to North Norfolk District Council, Holt Road, Cromer, Norfolk, NR27 9EN

On receipt of this completed form, the Council will confirm in writing whether your offer is acceptable.

Please provide the following information

	Self ▼	Partner ▼
a) Name	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Address	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
	Postcode	Postcode
b) Employer's Name	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Employer's Address	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
	Postcode	Postcode
c) Pay before deductions. (State Weekly/Monthly)	£ <input style="width: 90%;" type="text"/>	£ <input style="width: 90%;" type="text"/>
d) Payroll Number	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
e) National Insurance Number	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
f) In receipt of JSA	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
g) Please give details of any additional income i.e. Pensions, Benefits etc	£ <input style="width: 90%;" type="text"/>	£ <input style="width: 90%;" type="text"/>
	£ <input style="width: 90%;" type="text"/>	£ <input style="width: 90%;" type="text"/>
	£ <input style="width: 90%;" type="text"/>	£ <input style="width: 90%;" type="text"/>
h) Number of adults in the household?	<input style="width: 100%;" type="text"/>	
i) Number of dependant children	<input style="width: 60%;" type="text"/>	Children's ages <input style="width: 40%;" type="text"/>
Contactable telephone number	<input style="width: 100%;" type="text"/>	

Signed: _____ Date: _____