

Please return this form to:
 HOUSING BENEFIT OVERPAYMENTS
 STRATEGIC RESOURCES
 PETERBOROUGH CITY COUNCIL
 TOWN HALL
 PETERBOROUGH
 PE1 1BF



FINANCIAL STATEMENT

NAME	
ADDRESS	
POST CODE	

Please complete this form as accurately as possible, taking into account all your existing commitments. Then add up your outgoings from sections 6 to 9 and compare them to your total income in section 5. You can then calculate your disposable income to decide how much you believe you can afford to repay at section 10.

Date Issued:

SECTION 1 – Personal Details

INVOICE NUMBER	
NATIONAL INSURANCE NUMBER	
TELEPHONE NUMBER(S)	
MARRIED / SINGLE / OTHER	
EMPLOYED/SELF EMPLOYED/UNEMPLOYED/PENSIONER	

SECTION 2 – People you look after financially

PLEASE LIST YOUR DEPENDANTS DETAILS	AGE	D.O.B.	RELATIONSHIP

SECTION 3 – Main Employer Details (if applicable)

EMPLOYER NAME	
EMPLOYER ADDRESS	
WORKS NUMBER / PAY REFERENCE	

SECTION 4 – Your capital / savings

PLEASE LIST YOUR BANK / BUILDING SOCIETY ACCOUNTS OR OTHER SAVINGS	ACCOUNT BALANCE
	£
	£
	£
	£

SECTION 5 – Income

Income description	Weekly Income	Monthly Income
My usual take home pay (including overtime, bonuses, commission)	£	£
My partner's usual take home pay	£	£
Tax Credits	£	£
Income Support	£	£
Jobseekers Allowance	£	£
Child Benefit	£	£
Other state benefits	£	£
State pension(s)	£	£
Private / occupational pension(s)	£	£
Money from boarders / those who live in the home	£	£
Maintenance received	£	£
Other income(s): - give details	£	£
	£	£
Total Income	£	£

SECTION 6 – Expenses

Expense description	Weekly Expense	Monthly Expense
Mortgage payments	£	£
Rent	£	£
Council Tax	£	£
Gas	£	£
Electricity	£	£
Water rates / charges	£	£
Television (rental / license)	£	£
Telephone (line rental only)	£	£
Housekeeping, food, school meals	£	£
Travelling expenses	£	£
Children's clothing	£	£
Maintenance payments	£	£
Other expense(s) – give details	£	£
	£	£
	£	£
	£	£
Total Expenses	£	£

SECTION 7 – Priority Debts

Debt description	Weekly Payment	Monthly Payment
Rent arrears	£	£
Mortgage arrears	£	£
Council Tax arrears	£	£
Water rates / charges arrears	£	£
Gas debts	£	£
Electricity debts	£	£
Maintenance arrears	£	£
Other debt(s) – give details	£	£
	£	£
	£	£
Total Priority Debts	£	£

SECTION 8 – Court orders

Court	Claim Number	Weekly Order	Monthly Order
		£	£
		£	£
		£	£
Total Court order installments		£	£

SECTION 9 – Credit debts

Credit Card / Loan type	Amount of debt owed	Weekly Payment	Monthly Payment
		£	£
		£	£
		£	£
Total credit debt payments		£	£

SECTION 10 – Offer of repayment

I feel that the most I could afford to pay back would be £ _____ per week/month.		
I would like to repay by		Weekly deductions from my Housing Benefit entitlement
		Cash/Cheque installments
		Standing Order
		Other (please state)
Starting from		
On date		(monthly payments only)

SECTION 11 – Declaration

I declare that the details I have given are true to the best of my knowledge

Signed _____ Date _____

Help and Advice

If you require help or assistance, or wish to discuss the matter, please visit Customer Services at Bayard Place, or may I suggest that independent advisory services are available to you, such as the Citizens Advice Bureau, 40 Park Road, Peterborough (Tel: Peterborough 558383).

There are several Internet sites dedicated to offering debt management advice – a very easy to follow, practical site is www.nationaldebtline.co.uk.

The National Debtline offers free, confidential and independent advice during office hours on 0808 808 4000.