

**DISCRETIONARY HOUSING PAYMENTS  
APPLICATION FOR ADDITIONAL BENEFIT**

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<b>Reference No:</b>	
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<b>Name of person</b>	
<b>Address:</b>	
<b>Daytime Telephone No.</b>	

I, or a member of my family, will suffer exceptional hardship if I do not receive additional benefit of £ \_\_\_\_\_ per week from the Council towards my rent.

The reason/s for exceptional hardship are:

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<b>Name and Address if different from above:</b>
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Signed: \_\_\_\_\_

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



# NEWARK & SHERWOOD *DISTRICT COUNCIL*

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## DISCRETIONARY HOUSING PAYMENTS

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The Discretionary Housing Payment Scheme allows the Local Authority to make provision for any claimant whose Housing Benefit is restricted and who is, in the view of the Authority, in need of additional help with their housing costs.

The Authority can consider giving you an additional payment, usually for a limited period, towards your rent if you think you are going to suffer severe hardship and deprivation as a result of your rent being restricted.

To get this additional payment you must prove to the Authority that you will suffer hardship; but even if it is proved the Authority may not be in a position to help, as we are also restricted in the amount of money that is made available for this purpose.

If you wish to request extra help please complete the form provided and return it as soon as possible.

A handwritten signature in black ink that reads "P Ward". The letters are cursive and fluid.

Mr P Ward  
Business Manager – Revenues & Benefits