Backdating your claim for Housing Benefit or Council Tax Reduction

If you get Housing Benefit or Council Tax Reduction but would have made a claim sooner if you could have, you can ask us to backdate your claim.

We can usually award benefit from the Monday after the day we receive your claim. Sometimes we can pay benefit from an earlier date if you have a good reason for not claiming earlier. This reason must have lasted throughout the whole period that you want us to backdate your claim for benefit.

Housing Benefit can be backdated for up to a month, and Council Tax Reduction for up to six months if you are of working age. If you want us to consider paying your claim from an earlier date, tell us the dates you want to claim from and why you did not claim earlier. People of pensionable age may have their claims backdated for three months.

If you believe we should backdate your claim, you must write and tell us your reasons for not claiming sooner. You can use the form that is attached to this leaflet to ask us to backdate your claim.

What would be a ‘good reason’?

We look at each case for backdating claims individually. There is no set list of circumstances that count as a ‘good reason’ for not having claimed sooner.

We look at things that may have affected your ability to claim sooner, such as your age, and your health and other circumstances.

What reasons might you accept?

Here are some examples of reasons we may accept. (This is not a complete list.)

- If you have been in hospital
- If you have severe and ongoing health problems
- If someone close to you has died

Whatever the reason, you will have to give us evidence, including, for example, medical certificates or hospital attendance records. This is not a complete list of the evidence we need. If we need more evidence we will write to you.

What details do I need to give you?

You must give us:

- evidence of your reason for not making your claim for Housing Benefit or Council Tax Reduction earlier; and
- proof that this reason lasted through the whole period that you want us to backdate.

We will not normally accept that you did not know you were allowed to claim as a good enough reason to backdate your claim.

It is important that you give us as much information as you possibly can. We do not share any information that you give us with anyone.

What can I do if you do not accept my claim?

If we turn down your request to have your claim backdated and you disagree with the decision, you can ask us to explain our decision.

If you still disagree with us and the explanation that we give you, you can ask us to change our decision. A different officer will look at your claim again to consider all the relevant facts.

We will change our original decision if it is appropriate.

When we have looked at it again we will send you our decision. If you still disagree, you have a right to make an appeal to an independent body. We will give you more information about this with our decision.

Where can I get more information, help and advice?

If you want any more information and advice, please phone us on 020 8356 3399 or e-mail us at benefits@hackney.gov.uk If you have hearing difficulties, call 020 8356 3725 for our text phone service.
Request to backdate Housing Benefit and Council Tax Reduction

Your full name

Your address:

Your daytime phone number:

Your Housing Benefit reference number:

Your Council Tax Reduction number:

The address you want backdated benefit for:

The date that you would like us to consider backdating benefit from:

/ / /

Please give your reasons for not applying for benefit earlier in the space below. (Please use extra paper if you need to and make sure you give us any supporting evidence.)
Declaration

I declare that the information I have given is correct and complete. I understand you may prosecute me if I have given false information. I agree that you (the council) can check the information I have given, and that you may ask other council departments, benefit authorities and the Home Office if this information is true. You may also use this information to collect Council Tax if needed.

If I give information that is incorrect or incomplete, or I fail to tell you about a change in my circumstances which may affect the claim, I may be prosecuted under the Social Security Administration Act 1992 (as amended), the Theft Act 1968, or prosecuted or subject to Financial Penalty under The Council Tax Reduction Schemes (Detection of Fraud and Enforcement) (England) Regulations 2013.

Your signature:  
Date:  

Your partner’s signature:  
Date:  

If you are filling in this form on behalf of someone else, please sign and date below.

Signature:  
Date:  

Name IN CAPITALS:  

If you would like to find out what this document says please tick the appropriate box, put your name, address and phone number at the bottom of this page and return it to the address below.

Bengali
এই দলিলে কি লেখা আছে সে সম্পর্কে যদি আপনি জানাতে চান তাহলে আমরা করে উপযুক্ত বাক্যে টিক দিন, এই গ্যাটার
নীচে আপনার নাম, জিনিস ও ফোন নম্বর লিখব এবং এটি
নীচের ঠিকানায় ফেরাত পাঠান।

Somali
Haddii aad jeclaan lahayd in aad ogaato waxa
dokumentigani sheegayo fadlan calaamadi godka
ku haboon, ku qor maacaga, cinwaanka luo
telefoon lambarkaaga boggan dhiiniiis hoose ka
dibna ku celciiin waxanka hoose.

French
Si vous désirez connaître le contenu de ce
document, veuillez cocher la case appropriée et
indiquer votre nom, adresse et numéro de téléphone
au bas de cette page et la renvoyer à l’adresse
indiquée ci-dessous.

Spanish
Si desea saber de lo que trata este documento,
marque la casilla correspondiente, escriba su
nombre, dirección y número de teléfono al final de
esta página y envíela a la siguiente dirección.

Kurdish
Ger hun dixwaziy bizanibin ku ev dokument çi
dibêje, ji kerema xwe quîfka minasib îsa ret bikin,
nav, navnîşan û hejmara telefonona xwe li jê re û rûpel
binivisên û wê ji navnîşana jêrên re bisînên.

Turkish
Bu dökümanda ne anlatıldığını öğrenmek
istiyorsanız, lütfen uygun kutuyu işaretleyerek,
adminiz ve telefon numaranızı bu sayfanın
alt kısmına yazıp, aşağıdaki adresine gönderin.

Polish
Jeśli chcesz dowiedzieć się, jaka jest treść tego
dokumentu, zaznacz odpowiednie pole, wpisz
 swoje nazwisko, adres i nr telefonu w dolnej części
niewiejszej strony i przeslij na poniższy adres.

Vietnamese
Nếu bạn muốn biết tài liệu này nói gì hãy đánh
gầu vào hộp tích hợp, điện tén, địa chỉ và số
diện thoại của bạn vào cuối trang này và gửi
lái theo địa chỉ dưới đây.

Urdu
اگر آپ ہی جانتا چہ تین کس کا دستاویز میں کیا کیا
gیا ہے تو برائی مہربانی مناسب بکس میں صبح کا نشن
لگائئے اور انہیں نام، پہلی اور دوسری اس صفحہ کی نگار تحریر
کریں اور آپ سے نچر دینے کی گما پر واپس سمجھ دئیے-

Chinese
如果你想知道这份文件的詳細內容，請在
方框內打鈾，在本頁下面寫下你的名字、
地址和電話號碼並寄到下面的地址。

Hebrew
אם ברצונך لتעד, המคอนב ממסמר שלפוך, או
ל奥林匹ים התבנית התלמודית, חנוע/lical את שקר. נקנוב
את מקסיס שלפוך של תלתות התלמוד, ומכתבים
תחתית את למביקות התלמודית לעתים.

Yiddish
אאָ רב אַראָט, אַמאָטلاقاتן שֶׁדישטן אָּבּ אַּכּוּפָּטן.
יירן אָּרב אַראָט אַן שרייבן אָּן טָ kıּט, פָּגיָט אַן שָּדנָּקְסָן
וקנטשלעלן איי אַיֵּיר אַ אנרי אַנטפֶּר, איייר אַן טָ㎢ typeof.
ונען אוּסְטן אייר אַריפֿר צוּ, שֶׁדישטן אָכּוּפָּטן אַּכּוּפָּטן.