



## **CLAIM FOR BACKDATING OF HOUSING BENEFIT / COUNCIL TAX SUPPORT**

When you apply for backdating of your claim, the Benefit Regulations insist that you show us good cause as to why you did not make a claim earlier.

The maximum time the Council can go back from the date your claim for backdating is actually received is :

If you are of working age - 1 month for Housing Benefit, or 6 months for Council Tax Support

If you are a pensioner - 3 months for Housing Benefit and Council Tax Support

You must show there was 'GOOD CAUSE' for not making a claim earlier throughout the whole of any period you want backdated. If you fail to show good cause your claim will not be backdated. The kind of thing that helps us to decide if you have good cause are, for example, if you have been seriously ill or in hospital; if you have been given wrong information; or if you can't cope by yourself.

Please note that rent arrears are not seen as good cause on their own. The reasons why you are in arrears is what helps us to make our decision.

Name :

Address:

Period you wish to claim backdated benefit for :      From                                      To

\*Please fill in the following section as carefully as you can, giving as much information as possible. Please provide any supporting documents that you may have (eg. doctors note, letter showing wrong information)

I would like you to backdate my claim because :  
(continue on a separate sheet if you need to)

Claimants Signature :

Date :

**Please return this form to the address shown overleaf**

**Post this form to :**  
**Harborough District Council, The Leicestershire Partnership,**  
**PO Box 10004, Hinckley, LE10 9EJ**

For more help and advice :

Telephone : (01858) 828282  
Fax : (01455) 619853  
Website: [www.harborough.gov.uk](http://www.harborough.gov.uk)  
Email : [hdc.benefits@hinckley-bosworth.gov.uk](mailto:hdc.benefits@hinckley-bosworth.gov.uk)

Or call at :

Customer Services  
Harborough District Council  
The Symington Building  
Adam and Eve Street  
Market Harborough  
Leicestershire  
LE16 7AG

Open : Mon/Tues/Thu/Fri : 8.45am – 5pm  
Wed : 9.30am – 5pm

Email : [customer.services@harborough.gov.uk](mailto:customer.services@harborough.gov.uk)  
Online: [www.harborough.gov.uk/contact](http://www.harborough.gov.uk/contact)

**Please do not complete this section - For staff use only**

Benefit reference:

Period of backdated claim :

Comments / income/ family / other details :

Backdate recommendation :

Signed :

Dated :

Backdate decision :

Signed :

Dated :

Date customer notified of backdate decision:

Appeal decision :

Date appeal received :

Signed :

Dated

Date customer notified of appeal decision :