

Backdating your Benefit

When can my benefit be backdated?

We normally pay benefit from the Monday after we receive your claim. In some circumstances, we may be able to pay housing benefit from an earlier date than the date of your claim form. This is known as a “backdate”.

Pension age

If you (or your partner if you have one) have reached pension age, you don't have to ask us to backdate your claim – we will automatically check if we can when we receive your form. This only applies if you (or your partner) are not in receipt of Jobseekers Allowance, Income Support, or Employment and Support Allowance.

If we can backdate your claim, the most we can go back is 3 months before you made your claim.

Working age

From 1 April, we may be able to backdate your Housing Benefit for up to one month, but you **MUST** have a good reason for not having claimed sooner.

What is a “good reason”?

There could be many “good reasons” for not claiming earlier. This is not a full list, but it will give you an idea of the things we think about:

- You were unable to claim because
 - You were ill
 - You were in hospital
 - You had a family crisis
 - You were unavoidably away from home
- You thought you did not need to claim. Please tell us why.
- You were advised not claim. Please tell us who advised you.
- You thought you were not allowed to claim, or would not get any benefit.

If you would like your benefit backdated, please fill in the attached form and send it to us. You must send us proof of your income, savings, rent and details of your household for the period of your backdate request. You must provide original documents. We cannot accept photocopies.

What happens next?

We will look at your reasons. When we have made a decision, we will write to you. If we refuse your request, you can ask us to look at it again, or ask for an appeal.

Please backdate my benefit

Please send this form to **Benefit Service, PO Box 8267, Birmingham, B4 7XF**

Full name

Address

Telephone number

Date of birth

National insurance number

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Please backdate my benefits to

I did not claim earlier because

Signed

Date

For more information, please visit our website – www.birmingham.gov.uk/backdated-benefit