



Pensioners who are working

We need more information about your earned income

Customer's name

Address

Our phone number is

If you get in touch with us, tell us this reference number

Date issued

Please answer all the questions on this form. Then read and sign Your declaration. Send it back to us no later than on

Do not delay sending in your claim form. If you wait, you could lose money.

About working for an employer

Do you or your partner work for an employer? No Go to About any other work.

Yes Answer the questions on this page. If you or your partner work for more than one employer, tell us about all the employers on a separate sheet of paper and send it with this form.

tick this box, if you are sending a separate sheet of paper.

	You	Your partner
What kind of work do you do?	<input type="text"/>	<input type="text"/>
What is your employer's name and address?	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
When did you start this job?	<input type="text"/>	<input type="text"/>
What is your payroll, employee or staff number?	<input type="text"/>	<input type="text"/>
Are you employed for a limited period?	No <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> When will you finish?	Yes <input type="checkbox"/> When will you finish?
	<input type="text"/>	<input type="text"/>

About working for an employer

	You	Your partner
How often do you get paid?	<input type="text" value="every"/>	<input type="text" value="every"/>
How much do you get paid before tax and National Insurance are taken off?	£ <input type="text"/>	£ <input type="text"/>
How are you paid, for example, in cash, by cheque or straight into a bank or building society account?	<input type="text"/>	<input type="text"/>
When was your last pay rise?	<input type="text" value="/ /"/>	<input type="text" value="/ /"/>
When will your next pay rise be?	<input type="text" value="/ /"/>	<input type="text" value="/ /"/>
How many hours a week do you usually work?	<input type="text"/>	
Are you getting Statutory Sick Pay (SSP) or Adoption Pay from your employer at the moment?	No <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
Are you getting any other sickpay from your employer at the moment?	No <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
Do you pay into a private or company pension scheme?	No <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> Tell us about it below.	Yes <input type="checkbox"/> Tell us about it below.
How much do you pay?	£ <input type="text"/>	£ <input type="text"/>
How often do you get paid?	<input type="text" value="every"/>	<input type="text" value="every"/>
Do you get regular over time, bonus, commission or tips?	No <input type="checkbox"/>	No <input type="checkbox"/>
	Yes <input type="checkbox"/> Tell us about it below.	Yes <input type="checkbox"/> Tell us about it below.
How much do you get?	£ <input type="text"/>	£ <input type="text"/>
How often do you get paid?	<input type="text" value="every"/>	<input type="text" value="every"/>

Please provide 5 weekly, 3 fortnightly, 2 monthly/ 4-weekly wage slips. These must be your most recent payslips. If you are just starting a new job then provide wage slips as received. If you do not have these wage slips, or if you receive hand written payslips, then please contact the Revenues & Benefits Team for advice.

About any other work

Do you or your partner do any other work at all? This could be voluntary work or any other work, even if it is not paid work.

No Go to declaration

Yes Answer the questions on this page.

	You	Your partner
What other work do you do?	<input type="text"/>	<input type="text"/>
What is the name and address of the person you do this work for?	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
When did you start this work?	<input type="text"/>	<input type="text"/>
How many hours a week do you usually work?	<input type="text"/>	<input type="text"/>
Do you get paid? If you only get expenses or tips, still tick Yes and give details.	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us about it below.	No <input type="checkbox"/> Yes <input type="checkbox"/> Tell us about it below.
How much do you get before any deductions?	£ <input type="text"/>	£ <input type="text"/>
How often do you get paid?	<input type="text"/>	<input type="text"/>

Please provide proof of any income you receive – for example a letter from the person/Organisation that employs you.

Part 4 - Declaration

Please read, sign and date this declaration.

- I declare that the information that I have given on this form is correct and complete.
- I know that I must immediately report any changes in my circumstances to the Revenues & Benefits Team.

Signature

Full name (in CAPITAL LETTERS)

Date

Other formats & Translations

This document can be provided in large print, Braille or on audio cassette and can be translated into other community languages.

Contact the Corporate Communications Unit at:

East Dunbartonshire Council,
Civic & Corporate Headquarters
12 Strathkelvin Place
Kirkintilloch
Glasgow
G66 1TJ, Tel: 0300 123 4510.

本文件可按要求翻譯成中文，如有此需要，請電 0300 123 4510。

Gabhaidh an sgrìobhainn seo cur gu Gàidhlig ma tha sin a dhith oirbh. Cuiribh fòn gu 0300 123 4510

अनुरोध करने पर यह दस्तावेज हिन्दी में माषांतरित किया जा सकता है। कृपया 0300 123 4510 पर फोन कीजिए।

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ 0300 123 4510 ਫ਼ੋਨ ਕਰੋ।

اس دستاویز کا درخواست کرنے پر (اردو) زبان میں ترجمہ کیا جاسکتا ہے۔ براہ مہربانی فون نمبر 0300 123 4510 پر رابطہ کریں۔

For further information about Housing Benefit & Council Tax Reduction, contact:

William Patrick Library, 2-4 West High Street, Kirkintilloch, G66 1AD

Tel: 0800 901 057 Email: benefits@eastdunbarton.gov.uk Visit: www.eastdunbarton.gov.uk