

**Orkney Islands Council  
Housing Benefit  
Application for benefit on two homes**



<b>Your name:</b>	
<b>Your date of birth:</b>	<b>National Insurance Number:</b>
<b>Your address:</b>	
<b>Daytime phone number:</b>	
<b>When did you move to your new address?</b>	
<b>What date was the tenancy offered?</b>	
<b>Are there any special reasons why you needed to move into this particular house?</b>	
<b>Why were you unable to avoid a rental liability on two properties?</b>	
<b>Your previous address:</b>	
<b>When did you give notice to your landlord?</b>	
<b>What date have you been charged rent to at your previous address? (We will need to see proof of the date your rent has been charged to at your previous address; please provide a letter from your landlord confirming this information).</b>	
<b>Declaration - The information that I have given are true and complete as far as I know. I know if I deliberately give false information, action can be taken against me.</b>	
<b>Your Signature:</b>	<b>Date:</b>

Please return the completed form to: Benefits Section, Orkney Islands Council, School Place, Kirkwall, KW15 1NY. Tel: 01856 886312: email: [benefits@orkney.gov.uk](mailto:benefits@orkney.gov.uk)  
Website: [www.orkney.gov.uk](http://www.orkney.gov.uk)

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