

# Sharing Information with your Landlord or Agent



Sharing information with your Landlord or Agent can help us deal with your claim more quickly and help stop you falling behind with your rent.

We may need to confirm information with your Landlord or Agent before we can make a decision about your claim, for example, the start date of your tenancy. In these circumstances we can contact your Landlord without your permission.

Under the Data Protection Act 1998 we need your permission to discuss other things with your Landlord or Agent. If you give us permission by signing this form we will only share information with your Landlord or Agent that we are allowed to.

## If you give permission we can tell them

- You have claimed benefit
- We have made a decision on your claim
- We need more information to make a decision on your claim and what that information may be

## We will not give them information about

- Your personal circumstances
- Your financial circumstances

You can withdraw your permission to sharing of information at any time. It will not affect your claim if you do not give permission to discuss your claim with your Landlord or Agent but it may take longer to sort out.

## Tenant's declaration:

I give my permission for the Council to share information about my Housing Benefit claim with my Landlord/Agent as given below.

Name of Landlord/Agent

Tenant Name

Tenant Address

Signature

Date