



Nil income declaration

To be completed when housing benefit/council tax reduction is based on the customer receiving no income.

Claim number: _____

Name: _____

Address: _____
Postcode: _____

Telephone: _____

Mobile: _____

Norwich City Council's benefit department will need to contact you from time to time about your housing benefit/council tax reduction. If you have an email account, regular access to the internet and would prefer to be contacted by email, please tick this box and use the space below to give us your email address. Please take care to ensure this is written clearly.

Email address: _____

Tick all boxes that apply

- I have had no income since _____ (enter date)
This means I am not receiving any benefits, earnings, or money from any source.
- My last job finished on _____ (enter date)
- I am currently awaiting the outcome of a claim for another benefit.
I have claimed _____
I made the claim on _____ (enter date)
- I don't expect to have any income until _____ (enter date)
- I am currently meeting my day-to-day living expenses by (please enter details in box below)
(If you are living off savings because you have no income, you will need to provide bank statements as proof of this.)

I understand that if any benefits are awarded retrospectively, my entitlement for the period assessed on nil income may be reassessed and that I may be liable to repay any overpayment that may occur following a change in my income.

I will notify this office as soon as my income changes.

Signed: _____ Date: _____

Once you have completed this form, please email it to **benefits@norwich.gov.uk**.
Alternatively, you can send it to **housing benefit department, City Hall, Norwich NR2 1NH**.



If you require this form in another language or format, eg large print, audio cassette or Braille, please call 0344 980 3333 or email info@norwich.gov.uk