

Date of Issue: \_\_\_\_\_

Name	
Address	

- 
- This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

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What was your reason for moving? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



(Please tick ☐)

Did you ask for a Pre-Tenancy Determination (PTD) before you accepted this lease?

Yes ☐ No ☐

Were you able to afford the rent when you moved in?

Yes ☐ No ☐

If 'Yes', how were you able to afford it? \_\_\_\_\_

If 'No', why did you accept the lease? \_\_\_\_\_

Have you asked your landlord to reduce your rent?

Yes ☐ No ☐

If yes, what was the outcome? \_\_\_\_\_

Have you tried to find cheaper accommodation?

Yes ☐ No ☐

Is there any reason why you could not move if you found cheaper accommodation?

Yes ☐ No ☐

If you have ticked 'No' please say why \_\_\_\_\_

When does your current tenancy end?

How much notice would you have to give to end your tenancy?

Have you applied to be placed on the Midlothian Council Housing list?

If you have ticked 'No' please say why \_\_\_\_\_

Do you have any relatives or friends who could help you?

Yes ☐ No ☐

Could they temporarily provide you with accommodation?

Yes ☐ No ☐

Could they, or anyone who lives with you, help with the rent?

Yes ☐ No ☐

Do you, or a member of your family, have any disabilities or health problems?

Yes ☐ No ☐

If you have ticked 'Yes' please give details \_\_\_\_\_

Have you recently been bereaved?

Yes ☐ No ☐

If you have ticked 'Yes' please give details \_\_\_\_\_



(Please tick ☐)

Do you have any rent arrears?

Yes

☐

No

☐

If you have ticked 'Yes' please give details \_\_\_\_\_

Do you have any other debts (HP, loans, fines, etc)?

Yes

☐

No

☐

If you have ticked 'Yes' please give details \_\_\_\_\_

What are your weekly expenses i.e. food, gas and electricity, etc? (If any of these expenses are unusually high, please tell us why)

If you are receiving Income Support or Job Seekers Allowance, please give details of your income and capital.

Is there anything else you think we should know? (This will help us arrive at a correct decision). Use an additional sheet of paper if necessary but please be sure to put your name and address at the top.



**You must now sign and date the Declaration and return the completed form to:**

Midlothian Council  
P.O. Box 12956  
Dalkeith  
Midlothian  
EH22 1YB

## **Declaration**

**Read this part carefully and then you and your partner must sign below.**

- **The information I/we have given is true and complete.**
- **I/we will immediately let you know in writing if any of my/our circumstances change so that you may reassess my/our benefit.**
- **I/we consent to the Council making such enquiries as may be necessary in confirmation of any of the information I/we have given.**
- **If I/we give false information, I/we realise that I/we may be prosecuted.**

Claimant's signature

Date

Partner's signature

Date

## **NOTES**

- Failure to complete all sections will delay any decision.
- DHP is designed to provide **temporary** assistance so that other arrangements can be made.
- The period that DHP is awarded is decided on an individual basis. The maximum period of award is up to the end of the financial year. (A financial year normally runs from the April of one year to the March of the following year).
- Although you can apply for further DHP after the end of the current award, you may not be successful or, if you are successful, the amount of the award is likely to be substantially reduced.
- Any decision made regarding a DHP award is a discretionary decision made by the Council and as such is not subject to appeal.