

## CHANGE OF ADDRESS



### Part 6:

Sometimes sharing information with your landlord or agent helps us to deal with your claim quickly and reduces the risk of you falling behind with your rent because of your claim being delayed.

Under the Data Protection Act we need your permission to share information. If you give us permission, we would be able to tell your Landlord or Agent:

- Whether or not you had claimed benefit and if so, whether we have made a decision on your claim or not; and
- If we need further information to make a decision on your claim, what that information is.

There may be other information about your claim that we need to check with your Landlord or Agent, such as the date your tenancy started, before we can make a decision on your claim. If this is the case, we have to ask your Landlord or Agent even if you have not given us permission to discuss your claim with them. Unless you have given us permission by signing this form, we will not discuss anything else with your Landlord or Agent.

**We will not give your Landlord or agent any information about:**

- Your personal or household circumstances; or
- Your financial circumstances.

If you do not give us permission to discuss your claim with your Landlord or Agent, it will not affect your claim. If you give us permission but then change your mind, we will follow your wishes. Just contact us and let us know. If you want to give us permission to discuss your claim with your Landlord or Agent, please sign below.

**I give Enfield Council permission to share information about the progress of my Housing Benefit claim with my Landlord or Agent.**

**Signature:**

**Date:**