

Housing Benefit

Authorisation to disclose information to Landlords

If you rent your property, sharing information with your landlord could help the Benefits Unit deal with your claim more quickly and reduce the risk of you falling behind with your rent because of your claim being delayed. They may need to confirm information with your landlord before they can make a decision on your claim, for example, the start of your tenancy. In some circumstances, they can contact your landlord without your permission. However, under the General Data Protection Regulation 2016 (GDPR) & Data Protection Act 2018 they need your permission to discuss the following:

If you give Bassetlaw District Council (Benefits Unit) permission by ticking the boxes below, they will be able to tell your landlord whether:

- you have claimed Housing Benefit
- a decision has been made on your claim
- a payment has been made to you, or
- more information is needed to make a decision on your claim and what that information may be

The Benefits Unit will not give your landlord any information about your personal or household circumstances, or your financial circumstances, without your permission.

You can withdraw your permission at any time. It will not affect your claim if you do not give permission for your claim to be discussed with your landlord. If you want to give your permission for your claim to be discussed with your landlord, please sign below.

I give Bassetlaw District Council permission to share the information stated above with my landlord or their nominated representative.

Signed _____

Date _____

Tenants details

Name	
Address	
Postcode	
Telephone	Email

Landlords details

Name	
Address	
Postcode	
Telephone	Email