

Financial Assessment Form



Durham Key Options

Ref no:

Name:

Address:

Form supplied by:

If you cannot afford your current accommodation costs, you could qualify for priority in the Durham Key Options Scheme.

To help us assess your financial need, please answer all questions overleaf as fully as you can, giving details of your monthly income and spending, and provide written proof of your circumstances where requested.

If you need help in completing this form, or accessing the scheme, please contact us and tell us what we can do to help.

For office use only

Name of applicant

Reference no.

Date received

Date processed

Priority awarded

Yes

No

(If no, please state reasons below)

Officer's signature

Officer's name

Partner organisation



Income and spending

We may need to see evidence of income and spending, such as bank statements, pay slips and bills. We will return to you any original documents you provide.

Income

Type	Amount	Frequency (eg weekly, monthly)
Wages / salary (main applicant)	£	
Wages / salary (joint applicant)	£	
Wages / salary (other household members)	£	
Unemployment benefit / maternity allowance	£	
Income support / pension credit	£	
Child tax credit	£	
Child benefit	£	
Working tax credit	£	
Retirement pension	£	
State pension	£	
Sickness benefit (<i>state type</i>)	£	
Any other benefit (<i>state type</i>)	£	
Child maintenance	£	
Other	£	

Spending

Type	Amount	Frequency (eg weekly, monthly)
Rent / mortgage (after housing benefit)	£	
Second mortgage / secure loan	£	
Rent / mortgage arrears	£	
Endowment / mortgage protection	£	
Council tax (after council tax benefit)	£	
Electricity	£	
Gas	£	
Other fuel	£	
Water charges	£	
House insurance	£	
Life insurance	£	
Housekeeping (including food, toiletries etc)	£	
Telephone (including mobile)	£	
Fines / court costs	£	
Child maintenance	£	
Travelling expenses (including bus fares, car maintenance costs, car insurance etc)	£	
Clothing	£	
TV licence	£	
Hire purchase loans	£	
School meals	£	
Credit cards	£	
Other loans	£	
Other	£	