

# Application for a Discretionary Housing Payment (DHP) towards moving costs



You can apply for a DHP if you require help with moving costs. The maximum award that can be made is £250.

A DHP can only be awarded to customers who already receive either Housing Benefit or Universal Credit that includes a housing element towards rent liability.

Awards in respect of moving costs are restricted to one award per customer unless there are exceptional circumstances.

If you have capital/savings we will expect you to contribute towards your moving costs and an award may not be made.

An award can only be considered in the following circumstances:

- To prevent homelessness
- To help people move to more affordable/appropriate accommodation for their needs
- To help those fleeing violence

Name:

Current Address:

  
.....  
postcode

Benefit Reference:

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Tel no/email address:  
(optional)

1. What address are you intending moving to?

  
.....  
postcode

2. What date do you intend to move?

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3. Why do you need to move properties? Please explain why you need to move and why the new property is more suitable for you / and your family (e.g, it is smaller / has less bedrooms / it is more affordable / has been adapted in some way / it is on the ground floor if you are unable to manage stairs)

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.....

4. How much are the removal costs?

5. Give details of what the cost covers? (e.g, van hire, removal firm)

6. If no DHP is awarded, how will you cover this cost?

7. Do you (and your partner if you have one) have any capital/savings over £500?  
This includes money held in a current account

8. Attach proof of the removal costs to this form (e.g, your quote, receipt or invoice).  
Without proof of costs we are unable to award a DHP. If the removal costs have already  
been paid please confirm how you were able to pay for them

If your award is successful, payment will be made to the removal firm/van hire company  
directly

### Data Protection Statement

The Council processes your personal information in accordance with the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018. We may use your personal information in a number of ways, but only for the purposes for which it was given.

We may pass on your personal information to law enforcement and counter fraud agencies who may use your personal data for the purposes of crime prevention and/or detection.

For further information on how we process your personal information, please refer to our Privacy Notice: [www.northyorks.gov.uk/privacy](http://www.northyorks.gov.uk/privacy)

Signature

Dated

/ /

Please return this form to:

The Benefits Office, PO Box 148, Town Hall, St Nicholas Street, Scarborough, YO11 2ZH  
tel 0300 131 2 131 • email [benefits.office.sca@northyorks.gov.uk](mailto:benefits.office.sca@northyorks.gov.uk)