



## Sharing information with your landlord

Sharing information with your landlord could help us deal with your claim more quickly and could reduce the risk of you falling behind with your rent because of your claim being delayed.

We may need to ask your landlord about some information (for example, the date your tenancy started) before we can make a decision on your claim. If we need to do this we can contact your landlord without your permission.

By law, we must tell your landlord about certain decisions we make about your claim (for example, if we decide to pay your benefit direct to your landlord).

Under the Data Protection Act 1998 we need your permission to discuss anything else.

If you give us permission, we would be able to tell your landlord if:

- you have claimed Housing Benefit;
- we have made a decision on your claim;
- we have made a payment to you, when we paid the payment and how much the payment was; and
- we need more information to make a decision about your claim and what that information is.

### We will not give your landlord any information about:

- **your personal or household circumstances, or**
- **your financial circumstances.**

You can withdraw your permission at any time.

It will not affect your claim if you do not give us permission to discuss your claim with your landlord.

If you want to give us permission to discuss your claim with your landlord, please sign below.

**I give Stockton-on-Tees Borough Council permission to share information about the progress of my Housing Benefit claim with my landlord or their representative.**

**Signature**

**Full name  
(in BLOCK CAPITALS)**

**Address and postcode**

**Date**