**Council Tax – Income & Expenditure Form**

If you have arrears and want the Council to consider a payment arrangement with you then please complete this form in full and return it by email to: [**recovery@buckinghamshire.gov.uk**](mailto:recovery@buckinghamshire.gov.uk)

The Council is not obliged to accept any offer made if it is not considered acceptable and other recovery action may be taken.

**Name *(in full)***

**Account Number:**

**Current Address:**

**Telephone Number(s):**

**Email Address:**

**How many people live in your household?**

Adults: Children:

**Married / Single / Separated / Living with Partner** *(please delete as appropriate)*

**Name of Partner** *(in full – if applicable)*

**Your Date of Birth:** \_ \_ / \_ \_ / \_ \_ \_ \_

**Partner’s Date of Birth:** \_ \_ / \_ \_ / \_ \_ \_ \_

**How many people in your household work?**

Adults:

**Name and Address of Your Employer** *(if you are self-employed, please write ‘self-employed’)*:

**Name and Address of Partner’s Employer** *(if they are self-employed, please write ‘self-employed’)*:

**National Insurance Number:**

**Partner’s National Insurance Number:**

**Payroll/Works Reference:**

**Partner’s Payroll/Works Reference:**

**Are there any circumstances you wish for us to note?**

**THIS SECTION MUST BE COMPLETED IN FULL FOR AN ARRANGEMENT TO BE CONSIDERED**

**Your offer of payment:** £

**Frequency of payment:** Monthly/Weekly/Fortnightly/4-Weekly *(please delete as appropriate)*

**Declaration:** I believe that the information I have provided on this form to be true and complete in all respects:

**Signature: Date:**

PLEASE COMPLETE THE REST OF THIS FORM – IN FULL

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **HOUSEHOLD INCOME** | Income | | How Often | | Weekly Total | | | Monthly Total |
| Earned Income(after tax+NI) | £ | | |  | £ | | | £ |
| Partner’s Earned Income (after tax+NI) | £ | | |  | £ | | | £ |
| Sick Pay | £ | | |  | £ | | | £ |
| Working Tax Credit | £ | | |  | £ | | | £ |
| Universal Credit | £ | | |  | £ | | | £ |
| Job Seekers Allowance | £ | | |  | £ | | | £ |
| Employment Support Allowance | £ | | |  | £ | | | £ |
| Income Support | £ | | |  | £ | | | £ |
| Child Benefit | £ | | |  | £ | | | £ |
| Child Tax Credit | £ | | |  | £ | | | £ |
| Child Maintenance | £ | | |  | £ | | | £ |
| Carer’s Allowance | £ | | |  | £ | | | £ |
| PIP / DLA Care | £ | | |  | £ | | | £ |
| PIP / DLA Mobility | £ | | |  | £ | | | £ |
| Maternity Allowance | £ | | |  | £ | | | £ |
| Pension Credit | £ | | |  | £ | | | £ |
| State Pension | £ | | |  | £ | | | £ |
| Private Pension | £ | | |  | £ | | | £ |
| Partner’s State Pension | £ | | |  | £ | | | £ |
| Partner’s Private Pension | £ | | |  | £ | | | £ |
| Attendance Allowance | £ | | |  | £ | | | £ |
| Industrial Injuries Benefit | £ | | |  | £ | | | £ |
| Other (please state) | £ | | |  | £ | | | £ |
|  | **Total Income** | | | | £ | | | £ |
|  | | | | | | | | |
| **EXPENDITURE** | | Expenditure | | How Often | | Weekly Total | Monthly Total | |
| Net Rent | | £ | |  | | £ | £ | |
| Rent Arrears | | £ | |  | | £ | £ | |
| Council Tax (incl arrears) | | £ | |  | | £ | £ | |
| Water Rates (incl arrears) | | £ | |  | | £ | £ | |
| Gas (incl arrears) | | £ | |  | | £ | £ | |
| Electricity (incl arrears) | | £ | |  | | £ | £ | |
| Housekeeping (food) | | £ | |  | | £ | £ | |
| Clothing/Toiletries | | £ | |  | | £ | £ | |
| School Meals | | £ | |  | | £ | £ | |
| Childcare Costs | | £ | |  | | £ | £ | |
| Travel Expenses (incl petrol) | | £ | |  | | £ | £ | |
| TV License | | £ | |  | | £ | £ | |
| Mobile/Landline | | £ | |  | | £ | £ | |
| Internet | | £ | |  | | £ | £ | |
| Sky/Digital/Cable | | £ | |  | | £ | £ | |
| Car Finance/Insurance/Tax | | £ | |  | | £ | £ | |
| Loans/Credit Cards/Store Cards | | £ | |  | | £ | £ | |
| Child Maintenance Payments | | £ | |  | | £ | £ | |
| Prescriptions | | £ | |  | | £ | £ | |
| Alcohol/Cigarettes | | £ | |  | | £ | £ | |
| Other (please state) | | £ | |  | | £ | £ | |
|  | | **Total Expenditure** | | | | £ | £ | |
|  | | **Disposable (Income – Expenditure)** | | | | £ | £ | |