

Landlord Ref:

**HOUSING BENEFIT FOR LANDLORDS  
DIRECT PAYMENT INTO BANK OR BUILDING SOCIETY ACCOUNT  
(BACS)**

Housing Benefit will be paid to you as a landlord by BACS transfer. This will mean that you receive your payment sooner and as cleared funds into a bank or building society account of your choice.

Please complete **all** the boxes below, including roll or reference number if the account is held with a building society.

You can find account and sort code details on your cheque book, passbooks or statements. If you are not sure of the details please ask your bank or building society.

<b>Company / Organisation Name:</b>
<b>Company / Organisation Address</b>

<b>Name of Tenant (s):</b>
<b>Address of Tenant</b>

<b>Your Contact Details</b>	
<b>Telephone number</b>	
<b>E Mail Address</b>	

<b>Bank/Building Society Details</b>							
<b>Bank/Building Society Name</b>							
<b>Branch Address</b>							
<b>Account Holders Name(s)</b>							
<b>Account Sort Code</b>							
<b>Account Number</b>							
<b>Roll Number (if applicable)</b>							

Authorisation signature: .....  
Date: .....

**Please return this form to:**  
**Benefit Section, Wokingham Borough Council, PO Box 152, Shute End,**  
**Wokingham, Berks, RG40 1WJ**