

RFD1

APPLICATION FOR REFUND OF CREDIT

Completed form to be returned to:
 Tower Hamlets, 3rd Floor, Finance Section, Tower Hamlets Town Hall, 160 Whitechapel Road,
 London E1 1BJ

Full name of tenant: _____

Second tenant (if joint): _____

Address of tenanted property/licensed item: _____

Postcode: _____

Telephone No: _____

E-Mail: _____ **(This field must be completed)**

Account reference number:

Name and address to which refund should be sent **(if different from above)**

_____ Postcode _____

If you wish for your Refund payment to be made to another person's bank account, can you specify to us your relationship to them.

Please provide your Bank account details for the refund and enclose your bank statement with the application. Can you also provide proof of identity copy of passport or driving licence.

Account Name:

Sort Code:

Bank Account Number:

- Please note any other monies owed to the Council, will be deducted from your refund.
- As Housing Benefit and Universal Credit are paid to Council in arrears, if you are in receipt of one of this benefit, we will retain a credit of a month's gross rent on your account.
- If you are not in receipt of Housing Benefit or Universal Credit, we will retain a week or Month's credit on your account based on your payment pattern.

Signed: _____ Signed: _____

Dated: _____ Dated: _____

