

## TENANT LHA CONSENT FORM

<b>Full Name of Claimant:</b>			
<b>National Insurance No:</b>		<b>Date of Birth:</b>	
<b>Claim Reference No:</b>			
<b>Property Address:</b>			
<b>Start Date of Tenancy:</b>			
<b>Landlord:</b>			
<p><b>Haig Housing Trust, Mountbarrow House, 12 Elizabeth Street, London SW1W 9RB</b>  <b>Telephone: 020 8685 5777      Fax: 020 8685 5778</b></p>			
<b>CONSENT DECLARATION:</b>			
<p>I agree to allow my Landlord, Haig Housing to exchange information with the Local Authority for the purpose of and not limited to assessing my entitlement to Local Housing Allowance, Discretionary Housing Payments and/or Council Tax Support.</p> <p>I also agree to allow any entitlement of Local Housing Allowance or Discretionary Housing Payment to be paid direct to my Landlord, Haig Housing Trust.</p> <p>I understand that I can withdraw this consent at any time. This consent will continue until either the Council, my Landlord or I choose to withdraw it.</p> <p>Where further information is required to make a decision on my claim the Council can advise my Landlord that this information has been requested to speed up the collection of such information.</p> <p>Signing or failure to sign this consent will in no way affect the final result of my application for Local Housing Allowance, Discretionary Housing Payments and/ or Council Tax Support.</p> <p><b>I consent to my Landlord exchanging information for the purposes stated above and further agree to have my Local Housing Allowance or Discretionary Housing Payment paid direct to my Landlord.</b></p>			
			<b>/ctd over</b>

## **DATA PROTECTION ACT 2018**

1. All personal data that Haig Housing Trust (the "Trust") may use will be collected, processed, and held in accordance with the provisions of the Data Protection Act 2018.

2. This Act also requires that any organisation or agency that the Trust passes your personal data to and for which it has gained your consent to do so to must also process your data strictly in accordance with the Data Protection Act (DPA) 2018. This includes limiting those who have access to it, electronically and on paper, and deleting permanently this data when there is no longer any requirement to retain it or consent is withdrawn.

3. For complete details of the Trust's collection, processing, storage, and retention of personal data including, but not limited to, the purposes for which personal data is used, the legal basis or bases for using it, details of your rights and how to exercise them, and personal data sharing (where applicable), please refer to the Trust's Privacy Policy which can be found on our website [www.haighousing.org.uk](http://www.haighousing.org.uk) or can be obtained by emailing [communications@haighousing.org.uk](mailto:communications@haighousing.org.uk) or by telephoning 020 8685 5777. Beneficiaries will already have been provided by post or on being signed up with a copy of this Notice.

**Signed Tenant:**

**Date:**