

# LONE PENSIONER ALLOWANCE – APPLICATION FORM (LPA1)

If you currently receive Housing Benefit or Rate Relief you do NOT need to complete this application form. We will automatically consider whether we can award LPA based on the information supplied in your Housing Benefit or Rate Relief claim.

**IF YOU OWN THE PROPERTY YOU LIVE IN DO NOT COMPLETE THIS FORM.**

You may be entitled to Lone Pensioner Allowance, but you must contact Land & Property Services to apply.

Surname								
Other Names								
Any other names you have used								
Title (Mr, Mrs, Ms, other)								
Address								
	Postcode							
Date of birth								
National Insurance Number								
Home phone number								
Mobile phone number								

Have you lived at this address since **01-April-2008**? YES  NO   
 If not, confirm the date you moved to this address: -- / -- / --

Does anyone else live in your household (Tick box) YES  NO   
**If 'No', confirm the date that you started to live alone** -- / -- / --

If "Yes" please provide details below:

Name	Date of birth	National Insurance number	Relationship to you (If any)

Do you have to pay rates charges (Tick box) YES  NO

Is your landlord:

The Housing Executive?

Housing Association?

Provide name of Association \_\_\_\_\_

Private landlord?

Provide name of landlord \_\_\_\_\_

Other?

Provide details \_\_\_\_\_

**Please read this declaration carefully before you sign and date it.**  
**You must sign the declaration even if someone else has filled this form in for you.**

*I declare that the information I have given on this form is correct and complete and I **understand** that you may take action including court action against me if it is discovered that I have knowingly given incorrect or incomplete information. I **know** that I must let you know in writing about any change in my circumstances, which might affect my application and **understand** that if I do not do this and you pay me too much LPA because of this, I may have to pay back the extra money. I **agree** that you may check the information I have given with other sources and share this information with government departments if the law allows this. I understand that you may use information I have provided for other functions of the Housing Executive.*

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Please remember that you must tell us if anyone comes to live with you or you no longer have to pay rates charges.**

If someone else has filled in this form they should read the declaration, complete the following details and sign below.

Your name	
Relationship to the person applying	

Now tell us why you are filling in this form for the person applying.

I **declare** that as far as possible I have confirmed with the person applying that the answers I have written on this form are correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_

In all cases we must see the following evidence to support this application:

- A birth certificate or other proof of age, e.g. bus pass, medical card, passport.

Unless the applicant is a Housing Executive tenant we must also see:

- Proof of the amount of rates payable, this could be a letter from a landlord or a rates bill.

**Further Assistance**

Further assistance with rates charges is available through the Housing Benefit and Rate Relief schemes; however you will have to complete a separate claim form and give full details of your income and savings.

**Would you like us to send you a claim form for Housing Benefit and Rate Relief**

Yes  No

# LONE PENSIONER ALLOWANCE

## What to do next

Return this form to one of the addresses below together with the evidence detailed above. Do not delay returning this form even if you cannot send all the evidence we need at the moment. Send the form back to us now and send the evidence later. We can start to process your application but we will not be able to pay you LPA until we have all the evidence.

## Returning the form

This form should be returned to one of the following Housing Executive Area Offices, which one depends on the District Council area where you live.

IF YOU LIVE IN ONE OF THESE DISTRICT COUNCIL AREAS	RETURN THE FORM TO THIS ADDRESS
Belfast	NIHE, 32-36 Great Victoria Street BELFAST BT2 7BA
Antrim, Ballymena, Ballymoney, Coleraine, Larne, Moyle, Newtownabbey	NIHE, Twickenham House Mount Street BALLYMENA BT43 6BP
Castlereagh, Downpatrick, Lisburn, Newtownards, North Down	NIHE, Strangford House 28 Court Street NEWTOWNARDS BT23 7NX
Armagh, Banbridge, Craigavon, Newry	NIHE, Marlborough House Central Way CRAIGAVON BT64 1AJ
Cookstown, Dungannon, Fermanagh, Omagh	NIHE, McAllister House Woodside Avenue OMAGH BT79 7BP
Derry, Limavady, Magherafelt, Strabane	NIHE, Richmond Chambers The Diamond LONDONDERRY BT48 6QP

## Contact us

If you have any queries concerning LPA please call **03448 920 902** for further advice and assistance.

If you own the property in which you live the Housing Executive cannot process your claim, you should contact Land and Property Services for advice on **0300 200 7801**

The Housing Executive protects your personal information in accordance with General Data Protection Regulation and Data Protection Act 2018. You have a right to know how we collect and use your personal information.

These details can be found in our Privacy Notice which is on our website [www.nihe.gov.uk/privacy\\_notice](http://www.nihe.gov.uk/privacy_notice) or we can post or email a copy to you

## Information and Application Form

### What is Lone Pensioner Allowance?

Lone Pensioner Allowance (LPA) was introduced in April 2008 and provides help to some people with rates charges. To qualify you must:

- Be aged 70 or over
- Live alone (exceptions may apply)
- Have to pay rates (this can be as part of or along with your rent)

LPA is **NOT** means tested and you do **NOT** have to give details of your income or savings when you apply. You can have any amount of savings and investments and still qualify. Once awarded, LPA will only change if someone comes to live with you or you no longer have to pay rates.

### How much LPA can I get and how will it be paid?

LPA will give anyone who qualifies a 20% reduction on rates charges.

### For Example:

If, like most tenants, you pay rates along with your rent and these are £8 per week LPA of £1.60 will reduce your rates charge to £6.40 per week.

If you pay rates directly to Land and Property Services and the amount this year is £1000, LPA will reduce the amount you have to pay by £200 to £800 this year.

LPA is credited directly to your rent/rates account if you are a Housing Executive or Housing Association tenant or to your rates account if you are a private tenant or pay rates charges directly to Land and Property Services.

### How can I apply for LPA?

**If you do not own the property you live in** complete the application form in this leaflet and return it to the Housing Executive. You do not need to be a Housing Executive tenant. The Housing Executive will also deal with applications from Housing Association tenants, tenants of private landlords and people who do not pay rent but still have to pay rates.

**If you own the property you live in** you can still get LPA but you must apply to Land and Property Services rather than the Housing Executive.

If you prefer, another person can complete the application form on your behalf but please remember that both you and the person completing the form need to sign it.