

# Changes in circumstances Financial Assessment

**You must tell us about any changes in your circumstances that may affect your Financial Assessment.**

You must tell us about the change as soon as it happens even if it is only for a short time. Please inform the Client Financial Affairs Team straight away using this form.

It is better to find out as soon as possible if it changes the contribution you are required to make, rather than later when we may have to send you invoice for the arrears owed.

## **Changes that you must tell us about**

- If your income increases or decreases.
- If you start receiving any new benefits such as Attendance Allowance or Disability Living Allowance or the rate payable changes.
- If your capital/ savings change
- If you leave full time education.
- If you are in hospital or residential care for more than four weeks.
- If your rent changes.
- If you move house or intend to move and live outside of Oldham.
- If you receive any decision from The Home Office.
- If there are any other changes which may affect your Financial Assessment

**If you do not tell us about these things you may be charged incorrectly for the services you are provided with. Increased charges may be backdated to the date of the change.**

Once you have completed the form please return it to:

Client Financial Affairs Team

Unit 2

Civic Centre

West Street

Oldham, OL1 1UL

Email [fairer.charging@oldham.gov.uk](mailto:fairer.charging@oldham.gov.uk)

Oldham Council - Client Financial Affairs Team

Your details

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

National Insurance Number \_\_\_\_\_

Date of change: \_\_\_\_\_

I wish to inform you:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I declare the above information is true and correct. I understand that if I give information that is incorrect or incomplete or fail to report any change, which might affect my financial assessment that I may be liable for the full cost of the service