

Date.....

West Lindsey District Council
Housing Benefit Section
The Guildhall
Gainsborough
Lincolnshire

Dear Sir or Madam,

Re: Change in Circumstances

Name:

Address:

I, the above named wish to inform you that as from
I will be moving out of the above address and will be moving into my new
address at
As from

Please send me the appropriate Housing Benefit forms for my completion
and return.

Yours faithfully

Dated:

Enc: Acis Group Tenancy Agreement/Rent proof