

# How to appeal



# 15

Number 15 in a series of benefit information leaflets.

# How to appeal

**After you have made your claim for benefit, you will receive a 'decision notice'. If you think a decision we have made about your Housing Benefit or Council Tax Reduction is wrong, this leaflet explains what you can do about it.**

*This leaflet gives basic advice and is a general guide. If you have a question that is not answered in this leaflet, or if you want more advice, please contact us*

*This leaflet is part of a series (illustrated opposite) produced by a group of local authorities to help make Housing Benefit and Council Tax Reduction easier to understand.*

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## **Benefit appeal form** (please read the notes on the page opposite before completing this form)

YOUR FULL NAME

YOUR PRESENT ADDRESS

YOUR TELEPHONE NUMBER *Day*

*Evening*

YOUR EMAIL ADDRESS

***I think the decision was wrong because:***

*Continue over the page if you need to...*

**SIGNATURE**

**DATE**

