



HART DISTRICT COUNCIL  
 CIVIC OFFICES  
 HARLINGTON WAY  
 FLEET  
 HAMPSHIRE  
 GU51 4AE  
 Tel: 01252 622122  
 Email: hart.counciltax@secure.capita.co.uk

**Office opening hours are**  
 8.30am – 5.00pm Monday to Thursday  
 8.30am – 4.30pm Fridays

**Telephone lines are open**  
 8.30am – 5.00pm Monday to Thursday  
 8.30am – 4.30pm Fridays

**PLEASE NOTE THAT A PAYMENT ARRANGEMENT WILL ONLY BE CONSIDERED PROVIDED THAT THIS FORM IS FULLY COMPLETED.**

INCOME/EXPENDITURE FORM				
Name:		Daytime telephone no:		Email address:
Address:			Date	
			Account Ref No.	
<b>INCOME</b>	<b>Weekly/Monthly</b>	<b>YOUR EMPLOYMENT DETAILS:</b>		
Wages/Salary (net)		Name and Address of Employer:		
Wages/Salary (partner) (net)				
Job Seekers Allowance				
Income Support				
Working Tax Credit		Payroll Number/ NINO		
Pension		<b>PARTNERS EMPLOYMENT DETAILS</b>		
Incapacity Benefit/ESA		Name and Address of Employer:		
Child Benefit				
Maintenance/CSA				
Board/Lodgings				
Other Income (please state)		Payroll Number/NINO		
<b>EXPENDITURE:</b>	<b>Weekly/Monthly</b>	<b>CREDIT DEBTS (NON PRIORITY DEBTS)</b>		
Mortgage		<b>Creditor</b>	<b>Balance owed</b>	<b>Monthly Repayment</b>
Endowment Policy				
Second Mortgage				
Rent		Loans		
Council Tax Current Year	£0	Credit cards		
Council Tax Arrears Payments	£0	Catalogues		
Electricity		Other (please state)		
Gas		<b>TOTAL HOUSEHOLD INCOME:</b>		
Water Rates		£		
Landline Telephone		<b>TOTAL HOUSEHOLD EXPENDITURE:</b>		
Mobile phone		£		
Buildings/Contents Insurance		<b>BALANCE REMAINING:</b>		
Housekeeping/Food		£		
Life Insurance/Pension		<b>OFFER OF REPAYMENT:</b>		
Court Fines		<b>(Please enclose first payment with this form)</b>		
Travelling Expenses		£		
Car Insurance		<b>Weekly/Fortnightly/Monthly (please circle)</b>		
Road Tax				
TV Licence				
Child Care				
Child Maintenance/CSA				
School Meals				
Other (please state)				

**Please return this form to the above address**