



## HOUSING BENEFIT FIRST NIGHT FORM\*

In order for us to process your Housing Benefit application you need to confirm when you spent your first night at the property.

\*Please note that a Change of Address form must be completed if you have moved home. The First Night form only needs to be completed if you did not have a move-in date when you completed your Change of Address form.

<b>Claim number (if known)</b>	
<b>Full name</b>	
<b>Address</b>	
<b>Telephone number</b>	
<b>Date of first night spent at new property</b>	

<b>Signed</b>			
<b>Print name</b>		<b>Date</b>	

**Please return your completed form to:**

Benefits  
Ipswich Borough Council  
1E Grafton House  
15-17 Russell Road  
Ipswich  
IP1 2DE

**Email:** [Benefits@ipswich.gov.uk](mailto:Benefits@ipswich.gov.uk)