



# Evidence checklist: requesting support from the local authority

Try and collect as much evidence to support your application as possible.

You won't be able to collect all the documents on the list, but try to get as many as possible. You will need the original documents.

## Financial information:

- 6 months' bank statements (if printed out, get them stamped by the bank)
- 6 months' payslips
- P45 and or P60 from your jobs
- Child Benefit letter
- Child Maintenance letter
- Letters confirming support from friends and family. If this support is limited, irregular, or temporary, make this clear
- Letter confirming support under s.17 from local authority
- Letters from professionals confirming financial and housing situation (e.g. charities, GP, health visitor, school, church)
- Income/expenditure breakdown: keep a record of all the money you receive and all the money you spend for 3-4 weeks
- Bills
- Letters confirming debts
- Receipts

## Housing information

- Letter confirming support under s.17 from local authority
- Letter from person providing housing (e.g friend or family member). If you are being asked to leave, the letter should say when.
- Tenancy agreement
- Rent account showing arrears
- Notice to quit
- Possession order/warrant from the court
- Photos

## Employment

- If job-hunting, copies of applications/rejection letters

- Contract of employment
- 6 months' payslips

### **Immigration**

- Copy of your original immigration application
- Biometric residence permit
- Home Office letter granting leave to remain
- Passports
- Acknowledgement of outstanding application
- Letter of advice from solicitor

### **Other**

- Birth certificates for children
- Medical evidence
- Evidence of domestic violence