

Adressname
Address1
Address2
Address3
Address4
Address5

Date:
Tenancy reference:



RENT STATEMENT

View your statement online at www.sheffield.gov.uk/councilhousing

Dear

This is your rent statement from . It includes all payments received and any Housing Benefit awarded during the past weeks. Details of the rent charges and any payments you have made are on the back of this letter.



NEED RENT ADVICE?

*THERE'S ONE PLACE TO CALL FOR RENT, DEBT & HOUSING BENEFIT HELP!
YOUR RENT AND INCOME MANAGEMENT TEAM IS ON 0114 293 0000
YOU CAN ALSO VISIT WWW.SHEFFIELD.GOV.UK/COUNCILHOUSING*



Direct Debit It's safe, easy, quick and you can pay weekly or monthly. Call us on 0114 293 000 with your bank details.



Rent payment card Free of charge at any Post Office or outlet displaying the Pay Point sign



Debit Card / Credit Card Call our automated payment line on 0114 273 5249 (24 hours a day, 7 days a week). To set up a **Standing Order** call us on 0114 293 000



Online You can pay online or get a balance at www.sheffield.gov.uk/councilhousing

Remember your home is at risk if you fail to pay your rent

'Every effort will be made to help you pay your rent arrears, but if you ignore requests for payment we will take legal action against you. For help with arrears please call 0114 293 0000.'

How to quit a tenancy

You need to give us 4 weeks' notice and a signed statement of your intention to quit your tenancy. If you don't you may still be charged rent after these 4 weeks (this does not apply if you are moving to another Sheffield City Council home). If you leave your tenancy with arrears, and do not contact us to arrange to pay this, then we will continue to recover this debt. We may also refer you to a Debt Collection Agency, and your credit rating could be affected. Former tenancy debt may also stop you from being rehoused.

Rent Charges at week starting :	Net Rent	Water Rates	Garage	Tenants Levy	Insurance	Extra Rent	District Heating	Gross Rent	Housing Benefit	Your rent this week is:

Charges and payments during the previous year

Week No.	Week Starting	Weekly Rent	Housing Benefit	Rent Account Adjustment	Amount Paid (balance from last statement)	BALANCE CR= Credit ARR= Arrears
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Closing balance as at