

For office use only

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Application for free school meals and clothing grant 2017-2018

Name of parent/guardian

| | |
|----------|---------|
| Forename | Surname |
|----------|---------|

Full Address

| | |
|----------|----------|
| | NI no. |
| | tel. no. |
| | mobile* |
| postcode | email* |

* Providing this information will help to ensure you are advised of the outcome of your application sooner.

Children's details

Please include all children

Please indicate what you are claiming for (✓)

| Forename | Surname | D.O.B. | School and year group as at August 2017 | FSM (✓) | CG (✓) |
|----------|---------|--------|---|---------|--------|
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I am in receipt of the following benefits:

- INCOME SUPPORT
- JOBSEEKER'S ALLOWANCE (INCOME BASED)
- EMPLOYMENT & SUPPORT ALLOWANCE (INCOME RELATED)
- UNIVERSAL CREDIT (MAXIMUM MONTHLY INCOME OF £610)
- CHILD TAX CREDIT WITH A GROSS ANNUAL INCOME BELOW £16,105 WITH NO ELEMENT OF WORKING TAX CREDIT
- MAXIMUM CHILD TAX CREDIT AND MAXIMUM WORKING TAX CREDIT WITH ANNUAL INCOME BELOW £6,420
- SUPPORT UNDER PART V1 OF THE IMMIGRATION AND ASYLUM ACT 1999
- HOUSING BENEFIT
- COUNCIL TAX REBATE

(Please note that Post Office accounts are not acceptable)

| Bank/Building Society Account Details | | | | | | | |
|--|--|--|--|--|--|--|--|
| Name of Account Holder | | | | | | | |
| Name and Address of Bank /Building Society | | | | | | | |
| Sort Code (6 digits) | | | | | | | |
| Account Number (8 digits) | | | | | | | |
| Roll/Reference Number (if applicable) | | | | | | | |

The information I have provided is true and accurate and I have not left anything out. You may take me to court if I have made false statements. I understand that if free meals are authorised and my current circumstances change, I must tell you. I will provide proof, when needed, that I currently receive the benefits to allow me to have free school meals.

Signed: _____ **Date:** _____
(parent/guardian)

NOTICE OF CUSTOMER CONSENT

If you qualify for 8 and/or 9 below, by signing the customer notice of consent below you are agreeing to allow NLC to confirm your details with the benefits section.

I hereby give permission to use my Housing/Council Tax Benefit details to verify my eligibility to Free School Meals and/or Clothing Grant.

Once you have given your permission to use your Housing/Council Tax Benefit details, to verify your eligibility to Free School Meals and/or Clothing Grant, you do not have to give your permission again for any future application, unless your circumstances change, or you write to cancel your consent

I understand that I may withdraw my consent to the disclosure of such information at any time by writing to: Brian Cook, Head of Revenue and E-Government Solutions, 3rd Floor, Civic Square, Motherwell ML1 1AB.

ONLY sign this declaration if you want NLC to use your information to verify your application for Free School Meals and/or Clothing Grant.

Signed: _____ **Date:** _____
Customer/Appointee/Legal Representative (Please delete as appropriate)

FOR FIRST STOP SHOP USE ONLY

| | date | name |
|---------------------------|------|------|
| Date application received | | |
| Data input to computer | | |
| Application approved | | |

| | proof submitted | ✓ | app verified (name) |
|----|---|---|---------------------|
| 1 | Income Support | | |
| 2 | Job Seekers Allowance (Income Based) | | |
| 3 | Employment & Support Allowance (Income Related) | | |
| 4 | Universal Credit (Maximum monthly income of £610) | | |
| 5 | Child Tax Credit with a gross annual Income below £16,105 with no element of Working Tax Credit | | |
| 6 | Maximum Child Tax Credit and Maximum Working Tax Credit. Annual Income below £6,420 | | |
| 7 | Support under part V1 of the Immigration and Asylum Act 1999 | | |
| 8 | Council Tax Rebate | | |
| 9 | Housing Benefit | | |
| 10 | Proof of Parentage/Legal Guardianship | | |