-
4
4.1 NAME OF COMPANY:
4.2 ACCOUNT NO:
AS IT APPEARS ON UTILITY BILL
4.3 ACCOUNT HOLDER'S NAME AND ADDRESS (Name which appears on utility bill)
NAME:
ADDRESS:
4.4 DATE EFFECTIVE:
4.5 AMOUNT: ۥ
(in words)
4.6 I direct An Post to deduct the above amount from my weekly Social Services Payment and remit such amount to the named organisation.

Utility Deduction (3)

N N	STAMP	REQUIRED
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Utility Deduction (4)

AS IT APPEARS ON UTILITY BILL

4.3 ACCOUNT HOLDER'S NAME AND ADDRESS

4.6 I direct An Post to deduct the above amount

from my weekly Social Services Payment and

remit such amount to the named organisation.

Date:_____

4.4 DATE EFFECTIVE:

4.5 AMOUNT: € | , • , |

(Name which appears on utility bill)

4.1 NAME OF COMPANY:

4.2 ACCOUNT NO:

NAME:

ADDRESS:

(in words)

To join Household Budget see overleaf.

More information

Call

Call our Freephone Customer Helpline at 1800 70 71 72

Write

Write to: Household Budget An Post 3D

GPO Freepost Dublin 1

Completing your deduction instruction form

Complete the top panel with your full PPS number, Iname, address and telephone number (if any). Please ensure the above information is as appears on your Social Services records. If you already hold a Social Services Card please tick the "Yes" box.

This deduction instruction is **only** for Local Authority rent/tenant purchase/mortgage deduction requests. You must sign this section to authorise An Post to deduct the weekly rent/tenant purchase/mortgage amount (not inclusive of arrears) as advised by the Local Authority from time to time.

Tor each type of bill you wish to pay you must complete a separate panel on the form.

The information requested is:

- The name of the company to receive the payment e.g. ESB. eircom etc.
- Account Number: In the case of eircom deductions, please ensure the account number and not the telephone number is inserted.
- If the name and address of the account holder is different from that of the claimant as entered in Section 1, please complete this section.
- The amount you wish deducted from each Social Services payment for the named bill.
- Please ensure to sign this section. This gives An Post the authority to make the deductions you request.

Deduction guidelines

Local Authorities

For deductions of rent/tenant purchase/mortgage the amount deducted per week will be equal to your weekly rent/tenant purchase/mortgage as long as the payment is no greater than 25% of your weekly flat payment. If you are in arrears please have the deduction authorised by your local housing officer.

ESB

A minimum payment of €3.50 per week applies. It is advisable to contact your local ESB office to discuss how much you may wish to pay towards your bill each week

Bord Gáis (gas)

The minimum payment per week to Bord Gáis will depend on the Tariff applicable to you:

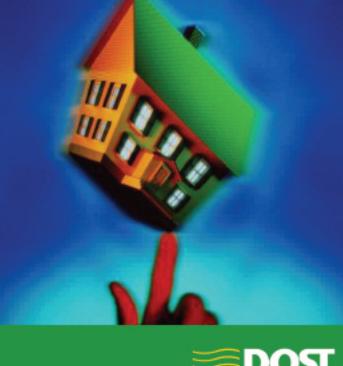
€9.00 Standard

Super Saver €9.00 Double-up Discount €5.00 €6.00 Reducing Rate

If you have an appliance repayment on your gas bill the Household Budget deduction will first be credited to the gas portion of the bill.

eircom

A minimum payment of €3.50 per week applies.





13/03/2006

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What is Household Budget and how does it work?

What is Household Budget?

Household Budget allows people who receive certain Social Services payments to pay a regular amount towards various household bills by direct deduction from their payments.

Who runs the service?

The service is operated for the Department of Social & Family Affairs by An Post.

It is intended to help people getting certain Social Services payments to manage their household finances.

There are no charges for use of this service - it is absolutely FREE.

What bills can I pay by Household Budget?

You can choose to pay any of the following bills by Household Budget:

Local Authority Rents Bord Gáis eircom

Household Budget allows you to pay a regular contribution to any of these bills. This may cover the full bill amount or a contribution to it subject to the minimum payment levels set out under Deduction Guidelines. Please note that Household Budget may not be applied for if your Social Welfare payment is paid into the bank.

If you are in any doubt over whether you qualify, please Freephone 1800 70 71 72

How can I start using Household Budget?

- 1. Decide what bills you want to pay by Household Budget.
- 2. See Deduction Guidelines for paying those bills e.g. the minimum weekly payments accepted etc.
- 3. Decide how much you want to pay towards those bills per week.
- 4. Complete the attached Deduction Instruction Form for each type of bill you wish to contribute to, and Freepost it back to us.
- 5. Your application will normally be processed and deductions commence within 21 days. If you hold a Social Services Payment Book at present you will be contacted during this period by the Department of Social & Family Affairs in relation to changing your payment method from book to Social Services Card. If you currently collect your Social Welfare payment by book, please note that it takes 2 months to get this changed and put onto your Social Services card.

How much can I have deducted to pay towards my bills?

You can have any amount deducted from your Social Services payment towards your bills subject to:

- payment of the minimum amount stated for each bill type
- the total payment **must not exceed** 25% of your flat weekly payment

If your level of Social Services payment is not sufficient to meet all your deductions in a particular week, An Post will make deductions up to maximum of 25% of the weekly flat rate payment. This will be based on paying the longest standing requests first, subject to the appropriate minimum payments.

Can I add new payments to my **Household Budget?**

YES. As long as it will not exceed the 25% limit. To add new bill payments to your Household Budget, complete a new Deduction Instruction Form and Freepost it back

If you wish to amend an existing deduction, you can do so by completing a new Deduction Instruction Form.

Then Freepost it back to us.

How can I cancel any or all my deductions?

You must give 2 weeks notice to cancel a deduction. To do so simply write to us at the address below. Please quote:

• your Name, Address and PPS Number (formerly RSI)

 details of the deductions you wish to cancel (including account number). The deductions will be cancelled within 2 weeks of receipt by An Post of the cancellation notice.

Write to:

Household Budget

An Post

3D

GPO

Freepost

Dublin 1

Remember if your total deductions in a billing period are less than the total bill you are liable to pay the balance at billing time.

Household Budget Deduction Instruction Form

For Office Use Only		
NUMBERS LETTERS		
PPS NO.		
NAME:		
ADDRESS:		
CO.		
TELEPHONE NO: PREFIX:		
Which Social Services Payment do you receive ?		
Do you use a Social Service card to collect your payments? ☐ Yes ☐ No		
BOOK PAYMENTS ONLY		
I acknowledge that in applying for Household Budget I will surrender my existing Payment Book and will receive instead a Social Services Card within 2 months.		
Signed: Date:		

Local Authority Deduction

3.1 NAME OF LOCAL AL	1
3.2 BILL TYPE:	CE
RENT L TENANT PURCHA	.St
3.3 ACCOUNT NO:	ı
3.4 ACCOUNT HOLDER'S NA (If different from Section	
NAME:	
to the said Local Authority for described above in accordan I further authorise the varia deduction, at the request of	tion of the weekly the Local Authority, to
accruals necessitated by inte Mortgage/Tenant Purchase calculated in accordance wit	rest rate changes affecting or a revision of Rent th the Differential Rent
reflect any increase/decrease accruals necessitated by inte Mortgage/Tenant Purchase calculated in accordance wit Scheme of the Local Authori	rest rate changes affecting or a revision of Rent th the Differential Rent ity.
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accruals necessitated by inte Mortgage/Tenant Purchase calculated in accordance wit Scheme of the Local Authori Signed: I confirm the Agreement of the	rest rate changes affecting or a revision of Rent th the Differential Rent ity. Date: Date:
accruals necessitated by inte Mortgage/Tenant Purchase calculated in accordance wit Scheme of the Local Authori Signed: I confirm the Agreement of the Authority to the terms as set or	rest rate changes affectin or a revision of Rent th the Differential Rent ity. Date: above named Local ut and authorise acceptance.

Utility Deduction (1)

4	4
4.1 NAME OF COMPANY:	4.1 NAME OF COMPANY:
4.2 ACCOUNT NO:	4.2 ACCOUNT NO:
AS IT APPEARS ON UTILITY BILL	AS IT APPEARS ON UTILITY BILL
4.3 ACCOUNT HOLDER'S NAME AND ADDRESS: (Name which appears on utility bill)	4.3 ACCOUNT HOLDER'S NAME AND ADDRESS (Name which appears on utility bill)
NAME:	NAME:
ADDRESS:	ADDRESS:
4.4 DATE EFFECTIVE:	4.4 DATE EFFECTIVE:
4.5 AMOUNT: € LILL	4.5 AMOUNT: € L
(in words)	(in words)
4.6 I direct An Post to deduct the above amount from my weekly Social Services Payment and remit such amount to the named organisation.	4.6 I direct An Post to deduct the above amount from my weekly Social Services Payment and remit such amount to the named organisation

Utility Deduction (2)

Date: