



# Application for Refund of Credit (RFDI)

London Borough of Tower Hamlets • Rent Accounting Section  
Jack Dash House • 2 Lawn House Close • London E14 9YQ

Full name of tenant

Full name of second tenant *if joint*

Address of tenanted property/licensed item

Postcode

Telephone number

Account reference number

Name and address to which refund should be sent *If different from above*

Postcode

I/we wish to apply for a cheque to be paid in respect of the credit on the above account.

I/we understand that proof of identity may be required before this payment is made.

Any monies owed to the Council will be deducted from this refund.

Signed  Date

Signed  Date

## FOR OFFICE USE ONLY

Identity checked: Yes  No  Name:..... Date: / /0  
 Name:..... Date: / /0

Court Costs outstanding: £ \_\_\_\_\_

### Housing Benefit check

Entitlement Conf'd: Yes  No  Credit Conf'd: Yes  No   
 O/P outstanding - recovery to be made: £ \_\_\_\_\_

HB officer's name: ..... Date: / /0

HPU Arrears: Yes  No  Amount: £ \_\_\_\_\_

### LHM check:

Rechargeable costs O/S: £ \_\_\_\_\_ Name:..... Date: / /0

Amount of Refund: £ \_\_\_\_\_

Authorised: ..... Date: / /0 Week Input: /0