

# Rent Review 2019

## Information Leaflet

1. Please complete the Review Form and return by 5<sup>th</sup> July 2019 to:-  
Customer Service Unit  
Wexford County Council  
Carricklawn  
Wexford
2. **You must supply details for all occupants of the house.**
3. For help in completing the form refer to the sample form on the back of this page.
4. Before returning the completed form ensure you have
  - a) Signed the form on the bottom of the back page.
  - b) Included the relevant documents listed below for all occupants.

### Proof of Income

- If in receipt of **Social Welfare** include  
Either **1** Social Welfare payslip  
Or a letter from Social Welfare confirming your income  
Or a bank statement.
- If in **full/part-time employment** supply **4** recent consecutive payslips.
- If **Self-employed** submit recent **Notice of Tax Assessment**.
- If you have **ceased employment** please include either  
A letter from **Revenue or Social Welfare** confirming date employment ceased or  
Official proof may be downloaded from the **myaccount** service on  
[www.revenue.ie](http://www.revenue.ie) or  
A letter from your **previous employer**

### Aged 18 and Over and in Full Time Education

- Submit letter of proof from school or college.

### Occupant Moved In/ Moved Out in the last 12 months

- **Moved in** provide the date of occupancy and previous address.
- **Moved out** provide the date they left and proof of new address.

5. If you do not return this form with the requested information a **penalty** charge of **€65** per week will be added to your account.
6. Any changes in rent as a result of this review will not take effect until 29<sup>th</sup> December 2019.
7. Changes in circumstances may be backdated.
8. **Enquiries**  
Website: [www.wexfordcoco.ie/rentreview](http://www.wexfordcoco.ie/rentreview)  
Email: [housingrents@wexfordcoco.ie](mailto:housingrents@wexfordcoco.ie)  
Telephone: (053) 919 6000

## Sample Form

### Aged 18+ and in Full Time Education

- Enter "Full Time Education" as Employment Status.
- Submit letter of proof from school or college.

### Employment Status:

Choose from the following list:

- Unemployed
- Employed (Full Time/Part Time)
- Disability
- Pensioner/Retired
- Self Employed
- Homemaker (no income)
- Lone Parent Support Only
- Employed in Back to Work/FAS Scheme
- Self Employed
- Full Time Education

Adult 1 (Legal Tenant)			
Name	MARY MURPHY	PPSN	1 2 3 4 5 6 7 A
Date of Birth	0 1 0 6 1 9 7 0	Male	<input type="checkbox"/> Female <input checked="" type="checkbox"/>
Tel. No.	0 8 6 3 3 5 4 6 7 8		
Employment Status	EMPLOYED		
Date Employment Started	1 2 0 5 2 0 1 7		
Social Welfare Benefit Type(s)	1 ONE PARENT FAMILY ALLOWANCE	€	197.60
	2 FAMILY INCOME SUPPLEMENT	€	132.40
	3	€	
No. of children being claimed	2	Total Social Welfare Payment(s)	€ 330.00

### Social Welfare Benefit Type

Enter **all** Social Welfare payments being received.

Choose from the following list:-

- Jobseeker's Allowance
- Disability Allowance
- One Parent Family Allowance
- Carer's Benefit/Allowance
- State Pension (Contributory)
- State Pension (Non-Contributory)
- Working Family Payment (FIS)
- Part Time Job Incentive Scheme
- Invalidity Pension
- Private Pension
- Widow/Widower's (Contributory) Pension
- Illness Benefit
- Supplementary Welfare Allowance
- Jobseeker's Benefit
- Back to Work Allowance
- Enterprise Allowance
- Deserted Wife's Benefit
- Back to Education Allowance
- Widow/Widower's (Non-contributory) Pension
- Maternity Benefit
- Blind Person's Pension
- Pre-Retirement Allowance
- Back to Work Enterprise
- Disablement Benefit
- Social Welfare
- Deserted Wife's Allowance
- Injuries Benefit
- Unemployment Allowance/Benefit
- State Pension (Transition)
- Farm Assist
- Incapacity Supplement
- Enterprise Allowance

## Data Protection

The Housing Section requires customers to provide personal information on this form. The personal data you provide will be processed in accordance with the General Data Protection Regulations 2016 and the Data Protection Act 1998 to 2018.

Data may be shared internally with the Finance section and other public bodies such as the HSE, Tusla, Social Welfare, Revenue and Gardaí in order to carry out legislative and administrative functions in connection with the rent assessment, credit control, and succession of tenancy and for the prevention or detection of Fraud.

For further information please refer to Housing's privacy policy on the WCC website.