**Evidence/proofs list**

**Tenancy Agreement**

**Either** Tenancy Agreement showing current rent and signed by your landlord **or** Proof of Rent Form completed by your landlord online at eastdevon.gov.uk/benefits

**Payslips**

**Either** your last 5 consecutive payslips if paid weekly, 3 if paid fortnightly or 2 if paid monthly and confirm the period the payslips cover. **We cannot accept handwritten payslips**. **Or** Certificate of Earnings completed by your employer online at eastdevon.gov.uk/benefits

**Statutory Sick Pay**

Proof of the sick pay either on payslips **or** a letter from your employer confirming the dates and rates of your sick pay.

**Capital (including all money/cash)**

The last two months statements for all bank accounts (including current accounts) showing all transactions, up to date building society passbooks; Share Certificates; Premium Bonds; Income Bonds; ISA statements for all savings, capital or investments including any that are overdrawn or have a zero balance.

**Tax Credits**

Where you have three or more children, we need a copy of your award letter.

**Occupational/Private Pensions**

Proof of the amount received **either** on the pay advice from the provider **or** bank statements showing two separate consecutive payments. We are unable to accept a P60 as proof of current amounts.

**Self Employed Earnings (existing and new businesses)**

**Either** your latest accounts and the month you received these from your accountant

**or** complete the Self Employed Income form at eastdevon.gov.uk/benefits. We are unable to accept Tax Returns as proof.

**IMPORTANT - DO NOT SEND** although we may ask you for these later

Jobseekers Allowance/Income Support/Employment Support Allowance award letters

Proof of National Insurance Number

Child Benefit award letter

Bank statements if total capital is less than £6000

State Pension increase letters (we do need details of Private Pension increases)

Tax returns

**Contact us if you are unable to complete an online form**