

Eligibility criteria	Evidence Required
Claiming benefits only	<ul style="list-style-type: none"> • Benefits letter dated within the current tax year OR • Universal Credit statement ensuring we can see the claimants name and the dates at the top of the statement and covering all the way down to ‘total payment for this month’, including details of entitlements and deductions (if any).
Employed and not claiming benefits	<ul style="list-style-type: none"> • Monthly pay: most recent pay slip OR • Weekly pay: 4 x most recent pay slips
Employed and claiming benefits	<ul style="list-style-type: none"> • Benefits letter dated within the current tax year OR • Universal Credit statement ensuring we can see the claimants name and the dates at the top of the statement and covering all the way down to ‘total payment for this month’, including details of entitlements and deductions (if any) AND • Monthly pay: most recent pay slip OR • Weekly pay: 4 x most recent pay slips
Self-employed and not claiming benefits	<ul style="list-style-type: none"> • Most recent self-assessment tax return as submitted to HMRC. This needs to show your name and address.
Self-employed and claiming benefits	<ul style="list-style-type: none"> • Benefits letter dated within the current tax year OR • Universal Credit statement ensuring we can see the claimants name and the dates at the top of the statement and covering all the way down to ‘total payment for this month’, including details of entitlements and deductions (if any) AND • Most recent self-assessment tax return as submitted to HMRC. This needs to show your name and address.
Retired	<ul style="list-style-type: none"> • Confirmation of State pension, P60 for any private pensions and confirmation of pension credit (if applicable).
Under 19 and In Care, a Care Leaver, living independently and claiming Universal Credit or claiming Personal Independence Payments (PIP) AND Universal Credit	<ul style="list-style-type: none"> • In Care: A letter from your Social Worker or Local Authority AND household income/benefits evidence. • Care Leaver: A letter from your Social Worker or Local Authority AND household income/benefits evidence. • Universal Credit: Universal Credit statement ensuring we can see the claimants name and the dates at the top of the statement and covering all the way down to ‘total payment for this month’, including details of entitlements and deductions (if any) AND tenancy agreement or a letter from your temporary accommodation provider. • PIP and Universal Credit: Universal Credit statement ensuring we can see the claimants name and the dates at the top of the statement and covering all the way down to ‘total payment for this month’, including details of entitlements and deductions (if any) and letter confirming your PIP award.
Accompanied Asylum Seeking Children and Asylum Seeking adults	<ul style="list-style-type: none"> • The application registration card (ARC) AND a copy of the Section 95 support notice.