

REFUND OF OVERPAID RENT/CHARGES

Your rent account is currently in credit.

If you would like this credit to be reimbursed to you, please complete all the details below and return this form to **Wandsworth Council, Rent Collection Service, PO Box 72354 , London, SW18 9L** so that we can process the refund.

If you have any further queries regarding this matter, please contact us on 020 8871 8987.

Tenant/s Name: _____

Address: _____

Rent Account Number: _____

Please supply your bank account details for the refund to be paid directly to your bank account.

Name of Bank								
Account Holder(s)								
Sort Code			-			-		
Bank Account Number								

If your account with the Council is in more than one name then all signatures are required before any payment can be made.

Name(s)

Signature(s)

Daytime Telephone Number _____

PLEASE NOTE

To ensure the correct amount is refunded to you, there are a number of audit checks that we have to carry out. Your refund will be processed as soon as possible after these checks have been completed.

If you have a Housing Benefit overpayment this will be offset against your credit prior to any refund being made, which may reduce the amount refunded to you.

Please provide a daytime telephone number so that we can contact you in case of any queries. This will ensure that your refund is not delayed.

Please note: Calls may be recorded for quality and training purposes.