

# People from abroad - Habitual Residency Test

To claim Housing Benefit or Council Tax Benefit you must prove that you are 'habitually resident' in the UK. This means you must satisfy a 'Habitual Residency Test'. The following questions will help us decide whether you satisfy this test.

**Name:**

**Benefit reference number**

## Length and continuity of residence

1. Where have you live in the past 2 years?

2. Please tell us which country or countries you have lived in and for how long you have lived in each

3. Have you ever lived in the UK before?  
If yes, when and for how long?

No

Yes

4. How did you support yourself?

5. Please tell us about any links you have with any of the countries you have listed in question 2:



The personal information you supply on this form will be used for the processing of Housing Benefit and Council Tax Support and will be used in accordance with the Data Protection Act 1998. For more information go to [www.eastherts.gov.uk/dataprotection](http://www.eastherts.gov.uk/dataprotection) or contact the Council's Information Management team by email on [foi@eastherts.gov.uk](mailto:foi@eastherts.gov.uk) or by telephone on 01279 655261.



## Family links

6. Does your partner or do any of your dependent children still live in the countries listed in question 2? No Yes

7. If members of your family (other than dependent children) still live abroad, do you plan to bring them to this country to join you? No Yes

If no, why not?

8. If your dependent children live abroad, how old are they?

9. Do you plan to bring them to this country to join you? No Yes

If no, why not?

## Property

10. Do you maintain a home abroad? No Yes

If yes, is it with family and friends or do you own or rent the property?

11. Who is paying the cost of maintaining the property while you are in the UK?

12. Do you intend to return to that home? No Yes

13. Are any of your personal possessions in any of the countries you have listed in question 2? No Yes

If yes, what do you intend to do with them?

## Sponsorship

14. Have you come to the UK under sponsorship?

No

Yes

If yes, please tell us about the sponsorship

Sponsor name:

Sponsor address:

Home Office ref no

Date of sponsorship

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## Employment (in the UK)

15. If you have a job now, please tell us about your job

Who is your employer

How long have you worked for this employer?

What is your job title?

Have you been promoted since joining this employer?

No

Yes

Is it a full time or part time job?

Full time

Part time

Is it a permanent job or is it due to finish on a particular date?

Permanent

Due to finish

If your job is due to finish, what will happen? (for example, will you stay with the same employer or look for another job?)

16. Since coming to live in this country, state all the jobs you have had and how long each job has lasted

## Workseekers

17. Do you have an offer or promise of a job? No Yes

If yes, please tell us about it

Which employer is it with?

When will it start? D D M M Y Y Y Y

Is the job... Permanent Temporary Fixed-term

Was it arranged before you came to the UK? No Yes

18. If you do not yet have a job, in what ways have you tried to find work since coming to this country?

19. Are you registered for work with any employment agencies? No Yes

If yes, please tell us about it

What is the name of the agency or agencies

What date did you register? D D M M Y Y Y Y

Have you had any interviews? No Yes

20. If you lived in the UK before, please tell us about it

What was the name of the employer you worked for?

How long did you work there?

## Abroad

21. Did you have a full time job in another country before you came to the UK? No Yes

If yes, please tell us about it

Which employer did you work with?

Is it a full time or part time job? Full time Part time

What sort of work was it and why did you stop work?

Is that job still available to you? No Yes

If no, would you be able to get similar work in that country? No Yes

## Qualifications and experience

22. If you are unemployed or seeking work, what qualifications or experience do you have that will help you get work in the UK?

## Reasons for coming to the UK

23. If you are seeking work, what preparations or arrangements to get work did you make before coming to this country?

24. If you arranged to work, when will this job start?

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25. If you made no preparations for work before coming to the UK, how will you support yourself until you find work?

### Other reasons

26. If you had other reasons for coming to the UK, please tell us below (for example, did you come here on holiday to visit relatives or study?)



## Future intentions

### Links in the UK

27. How long do you intend to remain in the UK?

### Links with other countries

28. Do you intend to maintain your links with other countries?

No

Yes

If yes, how?

29. Do you intend to visit those countries regularly?

No

Yes

If yes, how often, and how long will the visit last?



## Centre of interest

### Family

30. Do you have family or relatives in the UK?

No

Yes

31. Do you own any property or business interests in the UK?

No

Yes

32. Where are your personal possessions now?

33. If you have any possessions in a country where you previously lived, what are your plans for bringing them to the UK?

### Leisure interests

34. Are you a member of any club or any local organisations?

No

Yes

If yes, when did you join

D D M M Y Y Y Y

Are you or your partner aged 60 years or over?

No

Yes

## Declaration: Please read this statement carefully and sign below

All the information I have given is true and complete. I understand that East Hertfordshire District Council or Stevenage Borough Council can prosecute anybody who gives false information or documents about their claim or anyone who keeps claiming benefit after their circumstances have changed in a way that would affect whether they would receive benefits. If I have not given a true and complete information and I get too much benefit or discount, East Hertfordshire District Council or Stevenage Borough Council can ask me to pay it back. I may also be prosecuted under the Social Security Administration Act 1992.

Claimant's name (print)

Claimant's signature

Date

D D M M Y Y Y Y

Partner's name (print)

Partner's signature

Date

D D M M Y Y Y Y

If someone else has filled in this form for you, please tell us

The name of the person

Their relationship to you

Signature of this person

Date

D D M M Y Y Y Y

I have checked the form that the above person has filled in for me and believe it is true and complete

Claimant's signature

Partner's signature

Date

D D M M Y Y Y Y