

Note to the Local Authority:

PLEASE READ THIS AND PUT A COPY OF THIS DOCUMENT ON MY HOMELESSNESS FILE

**If you do not want to read or keep a copy of this document on my file,
please write your name and reason here and return the form to me:**

Your name:	
Your reason:	

MY REQUEST FOR ASSISTANCE TO SOCIAL SERVICES FOR HELP WITH ACCOMMODATION AND SUPPORT AS A 16 OR 17-YEAR-OLD OR AS A CARE LEAVER AGED UNDER 21

The local authority I am asking for help from is:

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My details

My name is:	
My date of birth is:	
My contact address is:	
My contact telephone number is:	
My e-mail address is:	
I give you permission to share information about my request for help with the following people:	

My communication needs		Please tick:
I have difficulties understanding written and spoken English and will need an interpreter		
My language is:		
I have difficulties reading and writing		
I have other communications difficulties		
These are:		

I am asking for help with the following Accommodation

I need help with accommodation because:	Please tick:
I will be street homeless tonight	
I am homeless and have nowhere stable to stay	
I have a home, but it is not safe for me to stay	
I am not homeless yet but have been asked to leave and expect to be homeless soon	
I am living in asylum support accommodation	

Financial support

I need financial support because:	Please tick:
I have no money and cannot meet my essential needs	
I have some money but it is not enough for me to live on	
I am only provided with asylum support	

Urgency

	Please tick:
I need urgent help today	
I do not need help today	
But I will need help in... (please write in how many days/weeks/months you need help)	

Special accommodation needs

I have special needs that I need the local authority consider when deciding what accommodation and assistance to offer me	
The special needs I have are these:	

The reason I am asking Social Services to help:

I am under 18	
I am under 21 and was accommodated by Social Services after my 16 th birthday and for at least 13 weeks since the age of 14	
I am under 21 and I think that I should be treated as a young person who is owed Leaving Care Duties – even though I was not accommodated by Social Services after my 16 th birthday and for 13 weeks since turning the age of 14 (for example if it was Social Services mistake that caused you not to qualify for Leaving Care Duties)	
The reason why I should be treated as young person who is owed Leaving Care Duties:	

My immigration status

		Please tick:
1. I know my immigration status		
My immigration status is:		
I do not know my immigration status		
I am able to leave the UK and would like help from Social Services to leave		
I am unable to leave the UK		
This is the reason why I am unable to leave the UK:		

Any other information

The people who you may want to gather information from as part of your enquiries into my homelessness application and who I am happy for you to contact are:

Name/Organisation (if applicable)	Contact info (if known)

Any other relevant information

[Empty rectangular box for providing additional information]

My Homelessness Advice Record

I am keeping this record so that I can keep track of who I have spoken to, what advice and help I have been given and when.

Please record here your name, the date, and what action you have taken or advice you have given me.

(Even if you do not want to write anything further please still confirm to me your name and write it down for me and record the reason why you do not want to complete this record).

Please give this sheet back to me.

Date	Name (and organisation, if applicable)	Action/Advice

My Homelessness Advice Record cont.

Date	Name (and organisation, if applicable)	Action/Advice

My Homelessness Advice Record cont.

Date	Name (and organisation, if applicable)	Action/Advice