



Finance & Corporate Resources

Mr Cordell
109 Burncroft Avenue
Enfield
EN3 7JQ

Please reply to : Revenue Information
: 14dinfo2/6/eh
: 01623514 01623514
Email : revs@enfield.gov.uk
Phone : 020 8379 3798
Fax : 020 8379 5191
Textphone : 020 8379 4998
Date : 12 September 2008

CICS / NINEDAY

Dear Mr Cordell

Housing and Council Tax Benefit
01623514 01623514

We asked you to provide further information to support your Benefit claim.
We have not received the information.

Please provide full details and evidence of all income for the period
4/6/08 to 31/7/08 when Income Support was not in pay, and details how
you meet your day to day living needs.

We also require bank statements for all accounts held to cover this period.

If we do not receive the original documents we asked for by 25/9/08, we
will close your claim, and we will not pay you benefit. This means that you
will have to pay your full rent and Council Tax, including any arrears that
have built up.

If you are unable to supply the information we have requested by the
above date, you must let us know so that the time limit may be extended.

Please return this letter with your reply.

Revenues and Benefits collecting Council Tax and Business Rates and assessing Benefits

James Rolfe
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