



If we are to provide as much help as possible, it is important that you bring with you some or all of the information below:

**Please read the following list carefully**

- Details of wages and salaries
- Benefit detail forms, i.e. how your benefit was worked out
- All Council Tax bills or demands
- Gas, electric and water bills
- Tax and National Insurance demands
- Insurance details: life, buildings, contents or endowment
- Bank and Building Society statements
- ALL COURT PAPERS
- Statements, letters, agreements of all money owed (eg credit cards, HP agreements, store cards, bank loans).

**We will take a photocopy of any relevant document and give you the originals back.**