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Universal Credit Statement

Below is an example of an acceptable Universal Credit monthly statement. The document you provide must show:

- Payment period
- Claimant's name(s)/full address
- All allowances/payments & deductions for the claimant's circumstances
- All deductions for the claimant's circumstances
- Total payment for the month

The best way to provide this document is to download your UC statement by, logging into your Universal Credit account and go to the statement summary page. Then click into the most recent monthly statement, it will come up on the screen. You can then "print to PDF"/"save as PDF" You will have to save the document to your device (laptop, computer or phone).

If you screenshot the images from your phone, YOU MUST copy all sections not just the payment amount for the month. This will be time consuming and if unclear then it will not be accepted

GOV.UK Universal Credit

Home **Trade list** Journal

Statement [Print this statement](#)

Your payment this month is
£1,422
This will be paid by Bpm on 02 July 2017

How we calculate your payment
Your payment is based on what you've told us and covers the period between:

26 **THU** and 25 **SUN**

It is important to tell Universal Credit immediately about any changes in your circumstances that could affect your Universal Credit payments.
[Report a change in its circumstances](#)

Standard allowance You receive a standard Universal Credit allowance each month	£251.77
Housing You said that your rent is £700.00 per month	£700.00
Children You get support for 2 children	£508.75
Total before adjustments	£1,460.52
Debts and loan repayments	
Tax Credits recovery	£37.76
Call 0345 850 0293 to find out more about your debt and loan repayments.	
The total we take off for debts and loan repayments is	£37.76
Total payment for this month	£1,422.76

Section 20 Letter

Below is an example of an acceptable section 20 letter. The document you provide must show:

- That section 20 is being provided
- The local authority
- The date on the letter must be within 3-months of your bursary application



Lambeth UASC team.

[REDACTED] (Social Worker)

Lambeth Civic Centre,

London

SW21EG

[REDACTED]
Email: [REDACTED]@Lambeth.gov.uk

Wednesday 05th October 2022

RE: Section 20 letter

To Whom it may concern,

I am [REDACTED] Social Worker with Lambeth Children Social Care and can confirm [REDACTED] is an unaccompanied minor and currently accommodated under Section 20 of the Children Act 1989, with Lambeth Children Social Care since 30/09/2022.

[REDACTED] 's date of birth is [REDACTED] 2005 and he currently resides in semi-independent accommodation with young London today at [REDACTED]

Kind Regards,

A handwritten signature in black ink, which has been redacted with a thick black bar.

[REDACTED]
Social Worker
UASC Team- Children's Services

Pay Slip

Below is an example of an acceptable pay slip. You must upload the latest 3 pay slips, the information on the pay slips must show:

- Amount before and after tax
- The date and occurrence of payments
- Employers name

Mrs [REDACTED]
[REDACTED]
Surrey
[REDACTED]

HR Department
[REDACTED]

PRIVATE & CONFIDENTIAL

[REDACTED]

Mrs [REDACTED]

Pay Day 25/11/2022

[REDACTED] Place

Tax Month 8

[REDACTED]

Earnings	Units	Rate	Amount	Deductions	Amount
Basic Hours	54.50	9,7000	528.67	Tax (Code 1257L)	0.00
Sunday 1_25	21.30	12,1250	258.28	NI (Category A)	0.00
				Smart Pen EE	13.35
Total	Hours 75.80	Earnings	786.93	Total Deductions	13.35


Running Totals			
Tax Year to Date	6,922.87	Accumulations	417.12
Gross Pay	6,922.87	Annual Leave	417.12
Taxable Pay	6,780.23	Smart Pen EE	142.64
Tax		Smart Pen ER	85.61
This Employment	6,922.87		
Gross Pay	6,922.87		
Taxable Pay	6,780.23		
Tax			
Student Loan			
Postgraduate Loan			
Employee's NI	54.09		
Employer's NI	179.27		
Previous Employment			
Taxable Pay			
Tax			

Amount Paid	
Earnings	786.93
Deductions	13.35
Net Pay	773.58
B/forward	
Amount Paid	773.58
C/forward	
Payment Method	Baos
Employer's Contributions	
NI (Category A)	3.99
Smart Pen ER	8.01
Annual Salary	11,349.00
NI Number	[REDACTED]
Amount Paid	773.58

Tax Credit

Below is an example of an acceptable Tax Credit statement. The document you provide must show:

- All pages of the document must be uploaded
- Payment period
- Claimant's name(s)/full address
- All allowances/payments & deductions for the claimant's circumstances
- Total payments for all sections



HM Revenue
& Customs

.J21CA802E27MBA000015215001023 385 100


[REDACTED]

Helpline 0345 300 3900
Textphone 0345 300 3909

For our opening hours go to
www.gov.uk/contact-hmrc

TCO PRESTON 6
Tax Credit Office
HM Revenue and Customs
BX9 1ER

Issue Date 29 August 2022



Amended tax credits award for 06/04/2022 to 05/04/2023

National Insurance number [REDACTED]

Summary

Tax credit for the period - see Part 2

Working Tax Credit	£3791.17
Child Tax Credit	£8424.00

Amounts still to be paid to you for the period shown above - see Part 3

Working Tax Credit to [REDACTED]	£2217.74
Child Tax Credit to [REDACTED]	£3756.27

Tax credits are based on your personal circumstances and income for the whole tax year. After the end of the tax year, when all the information is known, we make a final decision about how much you are entitled to receive.

Part 1 shows your circumstances, including your income. Please check this part and tell us immediately if anything is wrong, missing or has changed.

Part 2 is for information. It shows how we calculate your tax credits.

Part 3 gives details about any payments we will make for the period shown above.

Your rights and obligations

Your Charter explains what you can expect from us and what we expect from you. For more information go to www.gov.uk/hmrc/your-charter

Why we are writing to you

There has been a change affecting the children or young people included in your award.

What to do now

Please check the details on this award notice and tell us if anything is wrong, missing or incomplete.

It's important you tell us about changes to your circumstances when they happen otherwise you could be overpaid and may have to pay money back. See the enclosed notes for more information.

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TC602(C) 1/2023