

Want your claim processed within 2 working days? Then follow these 3 simple steps...

1

Fully complete your Housing and Council Tax application form making sure you answer all the questions

2

Provide ALL of the information that we need to process your claim - please use our checklist inside our form. Please remember we need to see original documents

3

Bring or send your form in and all of the relevant documents to our offices at Times Square, Market Street, Bracknell Berks RG12 1HJ



Providing we don't need any further information we will fast-track your claim

For any further advice:

- Call us on 01344 351866 between 8.30am - 5.00pm
- Visit the councils website on www.bracknell-forest.gov.uk and follow the links to our benefits pages
- E-mail us on benefits@bracknell-forest.gov.uk
- Visit us at our offices at Times Square reception, Market Street, Bracknell, Monday to Friday between 8.30am - 5.00pm