



Carer's Allowance claim form

We have many ways we can communicate with you

If you would like braille, British Sign Language, email, a hearing loop, translations, large print, audio or something else please call us on **0800 731 0297** or textphone **0800 731 0317** and tell us which you need.

Calls to **0800** numbers are free from landlines and mobiles.

Treating people fairly

We are committed to the Equality Act 2010 and treating people fairly. To find out more about this law, search 'Equality' on www.gov.uk

Carer's Allowance gives financial help to people who cannot take up full-time paid work as they provide regular care to a disabled person.

The quickest and easiest way to claim Carer's Allowance is online. Check if you can get Carer's Allowance and make a claim at www.gov.uk/carers-allowance

About this form

- use this form to claim Carer's Allowance
- check if you can get Carer's Allowance by using the checklist in the notes booklet. If you cannot get Carer's Allowance, go to www.gov.uk to see what other help you might be able to get
- you, the carer, must fill in this form, not the person you provide care for
- please complete this form carefully. If you fill in this form using a pen, use black ink and CAPITAL LETTERS
- please answer all the questions and send us all the documents we ask for
- contact us if you cannot fill in this form or send us the documents we ask for, because this might delay your claim
- if you have speech or hearing difficulties, you can contact us by textphone on **0800 731 0317**. The textphone service does not receive messages from mobile phones.

Normally, you can expect us to get back to you within 6 weeks. This may change at busy times of the year.

Remember

If someone else also cares for the same person as you, only one of you can claim a carer's benefit. This is either Carer's Allowance or, for those in receipt of Universal Credit, the carer's element.

If you both meet the criteria, you must decide between you who will claim.

When you claim Carer's Allowance, the person you provide care for may stop getting, or get at a reduced rate:

- a severe disability premium paid with their benefits, if they get one
- an extra amount for severe disability paid with Pension Credit, if they get one
- reduced Council Tax, if their local council offers it.

We will check the record of the person you provide care for before making a decision on your claim.

About your Carer's Allowance

There is more information about how Carer's Allowance affects other benefits in the notes booklet and at www.gov.uk/carers-allowance

You must tell the person you are providing care for, or their legal representative, before you claim Carer's Allowance.

01 When do you want your Carer's Allowance to start?

DD/MM/YYYY

Please make a note of this date.

We will ask you about it again later.

About you - the carer

02 Title

Mr/Mrs/Miss/Ms/other

03 Surname or family name

04 All other names in full

05 All other surnames or family names you have used or been known by

Include maiden names, all former married names and all changes of surname or family name

06 National Insurance (NI) number

You can get this from your National Insurance number card, letters about benefits, payslips or form P60. If you do not tell us your National Insurance number, it could delay your claim.

07 Date of birth

DD/MM/YYYY

08 What is your marital or civil partnership status?

Single

Married or civil partner

Living with partner

Separated

Divorced or civil partnership dissolved

Widowed or surviving civil partner

09 Address

Postcode

10 Phone number

11 Mobile phone number

To help us deal with your claim or any queries you may have as quickly as possible, please give us your mobile phone number so we can contact you by text message.

If you have speech or hearing difficulties and want us to contact you by textphone, please tick this box.

12 Are you able to speak to us in English?

No

Please tell us the language that we should use when speaking to you

Yes

13 What is your nationality?

For example, British. If you have a current passport, please give your nationality as shown on your passport.

14 Which country do you normally live in?

15 Which country are you living in now?

16 If you are Swiss or a European Economic Area (EEA) national, were you living in the United Kingdom (UK) before 1 January 2021?

For a list of EEA countries, please see the notes booklet.

No

Yes

17 Have you been present in Great Britain throughout the 3 years before the date you are claiming from?

Great Britain is England, Scotland and Wales.

No

Yes **Go to question 19**

18 If No, please tell us about any countries you have lived in or visited in the 3 years before the date you are claiming from. If you had more than 3 visits abroad, tell us about them in More Information on page 20.

Period 1

Which country did you live in or visit?

When did you go there?

DD/MM/YYYY

When did you return to Great Britain?

DD/MM/YYYY

What was your reason for being there?

For example, you live there, for a holiday, for work.

Was the person you look after with you?

No

Yes

Period 2

Which country did you live in or visit?

When did you go there?

DD/MM/YYYY

When did you return to Great Britain?

DD/MM/YYYY

What was your reason for being there?

For example, you live there, for a holiday, for work.

Was the person you look after with you?

No

Yes

Period 3

Which country did you live in or visit?

When did you go there?

DD/MM/YYYY

When did you return to Great Britain?

DD/MM/YYYY

What was your reason for being there?

For example, you live there, for a holiday, for work.

Was the person you look after with you?

No

Yes

19 Do you, or a member of your family, get any benefits or pensions from a country other than Great Britain?

By family we mean your spouse or civil partner and dependent children and adults.

No

Yes

20 Have you, or a member of your family, claimed any benefit or pension which has not yet been decided, from a country other than Great Britain?

No

Yes

21 Are you, or a member of your family, working in or paying insurance to an EEA country or Switzerland?

For a list of EEA countries, please see the notes booklet

No

Yes

About your partner

Tell us about your partner, if you have one.

We use partner to mean:

- a person you live with who is your husband, wife or civil partner, or
- a person you live with as if you are a married couple.

22 Have you lived with a partner at any time since the date you want to claim from?

No [Go to question 31](#)

Yes

23 Their title

Mr/Mrs/Miss/Ms/other

24 Their surname or family name

25 All their other names in full

26 All other surnames or family names they have used or have been known by

27 Their National Insurance (NI) number

28 Their date of birth

DD/MM/YYYY

29 Their nationality

30 Have you separated from your partner since the date you want to claim from?

No

Yes

When did you separate?

DD/MM/YYYY

About the person you provide care for

Remember

You must tell the person you are providing care for, or their legal representative, before you claim Carer's Allowance.

When you claim Carer's Allowance, the person you provide care for may stop getting any severe disability premium they get with their:

- income-based Jobseeker's Allowance
- Income Support
- income-related Employment and Support Allowance

- Housing Benefit
- Universal Credit.

If they get extra Pension Credit for severe disability, it will either stop or go down.

It could also affect their Council Tax reduction, but this would need to be checked with their local council.

There is more information about how Carer's Allowance affects other benefits in the notes and at www.gov.uk/carers-allowance

31	Their title Mr/Mrs/Miss/Ms/other
32	Their surname or family name
33	All their other names in full
34	Their National Insurance (NI) number
35	Their date of birth DD/MM/YYYY
36	Their address, if different from yours You do not have to live at the same address as the person you provide care for. Postcode

37	What is this person's relationship to you?
38	Are they getting Armed Forces Independence Payment? No Yes
39	Is the person you care for receiving a disability benefit from an EEA country or Switzerland? No Yes What is the name of the benefit? Which country is paying the benefit? Please send in a recent notification regarding this benefit award if you have one.
40	Have you spent 35 hours or more each week providing care for this person since the date you want to claim from? No Yes

41 Were you providing care for this person for 35 hours or more each week before the date you want to claim from?

No

Yes

When did you start providing care for them?

DD/MM/YYYY

42 If you were providing care for this person before the date you want to claim from, have there been any times you were unable to provide care for this person during the 6 months before the date you want to claim from?

This is when you spent less than 35 hours per week providing care for the person. For example, when:

- they were in respite care, hospital or on holiday without you
- you were in hospital or on holiday without them.

No

Yes

Tell us about this on the next **3 pages**. You could still get Carer's Allowance for these times.

43 Is another person getting the carer element of Universal Credit for providing care for them?

There is more information about what happens if there is more than one carer in the notes booklet.

No **Go to question 44**

Yes

Tell us about the person who is getting the carer element of Universal Credit. If you can, tell us their name, address, date of birth and National Insurance number.

Their name

Their address

Postcode

Their National Insurance (NI) number

Their date of birth

DD/MM/YYYY

44 Has the person you provide care for been in hospital, a care home or respite care for at least a week since the date you want to claim from and the 26 weeks before this date?

No **Go to question 57**

Yes

Tell us about this (questions 45-56). If they had more than 3 periods in hospital, a care home or respite care, please tell us about this in **More Information on page 20**.

Period 1

45 Were they in hospital or a care home or respite care?

hospital

a care home or respite care

46 When were they in hospital, a care home or respite care?

DD/MM/YYYY

From

To

47 While they were in hospital, a care home or respite care, did you still provide care for 35 hours a week?

No

Yes

48 If they were in a care home or respite care, were they getting care from a medical professional during this time?

No

Yes

Period 2

49 Were they in hospital or a care home or respite care?

hospital

a care home or respite care

50 When were they in hospital, a care home or respite care?

DD/MM/YYYY

From

To

51 While they were in hospital, a care home or respite care, did you still provide care for 35 hours a week?

No

Yes

52 If they were in a care home or respite care, were they getting care from a medical professional during this time?

No

Yes

Period 3

53 Were they in hospital or a care home or respite care?

hospital

a care home or respite care

54 When were they in hospital, a care home or respite care?

DD/MM/YYYY

From

To

55 While they were in hospital, a care home or respite care, did you still provide care for 35 hours a week?

No

Yes

56 If they were in a care home or respite care, were they getting care from a medical professional during this time?

No

Yes

57 Have you been in hospital or a care home or respite care for at least a week since the date you want to claim from and the 26 weeks before this date?

No **Go to question 77**

Yes

Tell us about this (questions 58-66). If you had more than 3 periods in hospital, a care home or respite care, please tell us about this in **More Information on page 20.**

Period 1

58 Were you in hospital or a care home or respite care?

hospital

a care home or respite care

59 When were you in hospital, a care home or respite care?

DD/MM/YYYY

From

To

60 If you were in a care home or respite care, were you getting care from a medical professional during this time?

No

Yes

Period 2

61 Were you in hospital or a care home or respite care?

hospital

a care home or respite care

62 When were you in hospital, a care home or respite care?

DD/MM/YYYY

From

To

63 If you were in a care home or respite care, were you getting care from a medical professional during this time?

No

Yes

Period 3

64 Were you in hospital or a care home or respite care?

hospital

a care home or respite care

65 When were you in hospital, a care home or respite care?

DD/MM/YYYY

From

To

66 If you were in a care home or respite care, were you getting care from a medical professional during this time?

No

Yes

67 Have there been any other times you have not provided care for the person named on page 6 of this form for 35 hours a week since the date you want to claim from and the 26 weeks before this date?

This includes holidays.

No **Go to question 77**

Yes

Tell us about this (questions 68-76).

If you have not provided care for more than 3 periods, please tell us about this in

More Information on page 20.

Period 1

68 When did you not provide care for 35 hours a week?

From what time? am/pm

From what date?

DD/MM/YYYY

To what time? am/pm

To what date?

DD/MM/YYYY

69 Where was the person you provide care for?

On holiday

At home

Somewhere else

70 Where were you?

On holiday

At home

Somewhere else

Period 2

71 When did you not provide care for 35 hours a week?

From what time? am/pm

From what date?

DD/MM/YYYY

To what time? am/pm

To what date?

DD/MM/YYYY

72 Where was the person you provide care for?

On holiday

At home

Somewhere else

73 Where were you?

On holiday

At home

Somewhere else

Period 3

74 When did you not provide care for 35 hours a week?

From what time? am/pm

From what date?

DD/MM/YYYY

To what time? am/pm

To what date?

DD/MM/YYYY

75 Where was the person you provide care for?

On holiday

At home

Somewhere else

76 Where were you?

On holiday

At home

Somewhere else

About education

77 Have you been on a course of education since the date you want to claim from?

If you are on holiday such as the summer or winter vacation, or on temporary leave from your course, still tick Yes.

No **Go to question 89**

Yes

78 Are you on a trainee scheme?

No

Yes

We will contact you about this

79 What is the title of your course?

80 What is the type of course?

For example GCSE, A-level, NVQ, traineeship or degree

81 What is the name of your school, college or university?

82 What is the address of your school, college or university?

Postcode

83 What is the name of the main teacher or tutor?

84 Contact phone number

85 When did you start your course?

DD/MM/YYYY

86 Are you studying full-time on a university course?

If you are on holiday or temporary leave from your course, still tick Yes.

No **Go to question 87**

Yes

Have you been granted exemptions from any part of the course?

No

Yes

87 When do you expect the course to end?

DD/MM/YYYY

88 If you are no longer on the course, when did you finish?

DD/MM/YYYY

About employment and income

By income we mean:

- full-time or part-time work
- casual or temporary work
- apprenticeships
- work on a zero hours contract
- job sharing
- being included in a tax return as a worker
- being a company director
- being in the Army Reserve or other auxiliary armed forces, or
- being on a career break, or taking paid or unpaid leave.

89 Are you a company director?

No

Yes

We will contact you about this.

90 Have you been employed at any time in the 6 month period before the date you want to claim from?

Still tick yes if you are off work because you are sick, or on paid or unpaid leave.

No **Go to question 110**

Yes

Tell us about your main job starting at question 91. If you have had more than one job at any time within the 6 months before the date you want to claim from, tell us about this in **More Information on page 20**.

Please send us:

- the last payslip you got before the date you want to claim from, and
 - any payslips you have had since then.
- We will contact you about this.

91 Employer's name

92 Employer's address

Postcode

93 Employer's phone number

94 Payroll or employee number

95 When did you start this job?
DD/MM/YYYY

96 Has the job finished?

No

Yes

When did you last work?
DD/MM/YYYY

What is the leaving date on your P45, if you have one?
DD/MM/YYYY

Does your employer owe you any money? This might be holiday pay, redundancy pay, or payment instead of notice (PILON)?

No

Yes

97 How many hours a week do you or did you work?

98 How often were you or are you paid?

Weekly

Fortnightly

4-weekly

Monthly

Other

Tell us how often

99 When do you or did you get paid?
For example, every Friday, the last day of every month, every fourth Friday, fifteenth of every month

100 Do you or did you get paid the same amount each time?

No

Yes

101 When were you last paid?
DD/MM/YYYY

102 How much was your last payment?
Tell us the amount before taking off any tax or deductions

103 What period did this cover?
DD/MM/YYYY

From

To

104 What was included in this pay?

Include things like holiday pay, redundancy pay or a payment instead of notice (PILON), SSP and SMP. Give us full details of everything paid to you and what period each payment was for.

105 Do you or did you pay into a pension scheme?

This could be an occupational pension (a works pension), a private pension, a stakeholder pension or a retirement annuity scheme.

No **Go to question 106**

Yes

Tell us the type of pension, how much you paid and how often.

Type of pension

Amount paid and how often

106 Have you had any Statutory Sick Pay, Statutory Maternity Pay, Statutory Paternity Pay or Statutory Adoption Pay since the date you want to claim from?

No **Go to question 107**

Yes

Tell us which payment you had

How much and how often the payments were made

Employer's name

Employer's address

Postcode

107 Do you or did you pay for anything necessary to do your job?

For example, tools or protective clothing. These are things you have to pay for yourself, not things that your employer pays for.

No **Go to question 108**

Yes

Tell us about anything you have to pay for which is essential for your job. Tell us what it is, why you need it how much it costs and how often you have to pay for it.

108 While you are at work, do you or did you pay for childcare or for someone to look after the person you provide care for?

No

Yes

Tell us who you pay, how much you pay and how often, and who you pay for. If you pay a family member, tell us their relationship to you and the person you provide care for.

Who do you pay?

If they are a family member, what is their relationship to you?

Amount paid and how often

Who do you pay for?

109 Are you receiving tax-free childcare?

No **Go to question 110**

Yes

Tell us how much and how often
How much?

How often?

About self-employment

By self-employment we mean:

- working for yourself
- being a partner or sleeping partner in a business
- receiving income from property or land you own, or
- renting out any part of the home you live in - for example, a lodger.

If you are a company director, you should fill in **'About employment and income'** on page 12

110 Have you been self-employed at any time since the week before the date you want to claim from?

No **Go to question 124**

Yes

111 Are you self-employed now?

No

Tell us about your most recent self-employed work

Yes

Tell us about the self-employed work you are doing now

112 When did you start this work?

DD/MM/YYYY

If you have finished this work, when did you finish?

DD/MM/YYYY

113 Have you ceased trading?

No

Yes

If you ceased trading more than a week before the date you want to claim Carer's Allowance from,

Go to question 124.

114 What type of work or business is it?

115 What is your trading year?

DD/MM/YYYY

Start date

End date

Please send us the most recent finalised accounts you have for your business. We cannot accept tax returns.

116 Are you sending us your most recent finalised accounts?

No **Go to question 124**

Yes

If you cannot send us your most recent finalised accounts, we will write to you for more information.

117 Are the income, outgoings and profit in these accounts similar to your current level of trading?

No

Tell us briefly how it is different and when it changed. We will contact you about this.

Yes

118 During the period of the accounts you are sending us, did you pay into a pension scheme?

This could be an occupational pension (a works pension), a private pension, a stakeholder pension or a retirement annuity scheme.

No

Yes

Tell us the type of pension, how much you paid and how often.

Type of pension

Amount paid and how often

119 While you are at work, during the period of the accounts you are sending us, did you pay for childcare or for someone to look after the person you provide care for?

No **Go to question 120**

Yes

Tell us who you pay, how much you pay and how often, and who you pay for. If you pay a family member, tell us their relationship to you and the person you provide care for.

Who do you pay?

If they are a family member, what is their relationship to you?

Amount paid and how often

Who do you pay for?

120 Are you receiving tax-free childcare?

No

Yes

Tell us how much and how often.

How much?

How often?

121 Are you or your partner getting Marriage Allowance?

No

Yes

What is the tax code of the person getting Marriage Allowance?

122 Does your tax code begin with 'S'?

No

Yes

123 Does your tax code begin with 'C'?

No

Yes

About other money

124 Have you received any payments for the person you provide care for or anybody else since the date you want to claim from?

For example, payments for fostering, adult placements, direct payments or any payments from your local council.

No

Yes

What is this payment called?

Who pays you?

Amount paid

How often?

125 How would you like to be paid?

Please tick one box.

Every week

Every 4 weeks

How we pay you

We pay Carer's Allowance into a bank account.

If you do not give us details of a bank account you can use, we cannot pay Carer's Allowance even if you are entitled to it.

We can pay your Carer's Allowance every:

- week (in advance) or
- 4 weeks (one week in advance and 3 weeks in arrears).

We normally pay it on a Monday.

We will pay your money into an account.

Many banks and building societies will let you collect your money at the post office. We will tell you when we will make the first payment and how much it will be for. We will tell you if the amount we pay into the account is going to change.

Finding out how much we have paid into the account

You can check your payments on account statements. The statements may show your National Insurance number next to any payments we have made. If you think a payment is wrong, get in touch with us straight away.

If we pay you too much money

We have the right to take back any money we pay that you are not entitled to. This may be because of the way the system works for payments into an account.

For example, you may give us some information, which means you are entitled to less money. Sometimes we may not be able to change the amount we have already paid you. This means we will have paid you money that you are not entitled to. **We will contact you before we take back any money.**

What to do now

Tell us about the account you want to use.

By giving us your account details, you:

- agree that we will pay you into an account and
- understand what we have told you in the section "If we pay you too much money"
- if you are going to open an account, tell us your account details as soon as you get them
- if you do not have an account, please contact us and we will give you more information.

Fill in the rest of this form. You do not have to wait until you have opened an account or contacted us.

About the account you want to use

- You can use an account in your name, or a joint account
- You can use someone else's account if:
 - the terms and conditions of their account allow this, and
 - they agree to let you use their account, and
 - you are sure they will use your money in the way you tell them
- You can use a credit union account. You must tell us the credit union's account details. Your credit union will be able to help you with this
- If you are an appointee or a legal representative acting on behalf of the customer, the account should be in your name only.

Tell us your account details in the next section.

It is very important you fill in all the boxes correctly, including the building society roll or reference number, if you have one. If you tell us the wrong account details, your payment may be delayed or you may lose money.

126 Name of the account holder

This should be exactly as it is shown on the chequebook or statement.

127 Full name of the bank or building society

128 Sort code

Tell us all 6 numbers, for example 12-34-56.

— —

129 Account number

Most account numbers are 8 characters long, some can have up to 10 characters.

130 Building society roll or reference number

If you are using a building society account, you may need to tell us a roll or reference number. This may be made up of letters and numbers and is up to 18 characters long. If you are not sure if the account has a roll or reference number, ask the building society.

More information

131 Use this space to tell us anything you think we might need to know

If you continue on a sheet of paper, make sure you:

- write your full name, address and National Insurance number on it
- sign and date it.

Use the checklist on this page to make sure you send us all the documents we need. Send the original documents if you can, but send photocopies if you would rather. If you do not send us the documents we need, your claim will take longer.

If you are employed now, or have been employed at any time in the 6 month period before the date you want to claim from.

Please send us:

The last payslip you got before the date you want to claim from.

Any payslips you have had since the date you want to claim from.

Details of any pension payments you make.

Your P45.

If you are self-employed now, or have been self-employed at anytime in the week before the date you want to claim from.

Please send us:

The most recent finalised accounts you have for your business.

Details of any pension payments you make.

Now please read and sign the declaration.

Declaration

By submitting this claim you agree that the information you have given is complete and correct

While you are getting Carer's Allowance, you will report changes to your circumstances straight away by calling **0800 731 0297**, or by textphone on **0800 731 0317**. Or you can report changes to your circumstances at **www.gov.uk/carers-allowance**

If you give wrong or incomplete information, or you do not report changes straight away, you may:

- be prosecuted
- need to pay a financial penalty
- have your Carer's Allowance reduced or stopped
- be paid too much Carer's Allowance and have to pay the money back.

If we pay you less than we should, we may pay you the money that we owe you.

Signature

Date

DD/MM/YYYY

What to do now

- Check that you have answered all the questions.
- Check that you are sending us all the documents we have asked for. Use the checklist on page 21.

Get in touch with us if you cannot fill in the form or send us the documents we need. Your Carer's Allowance may be delayed. You can phone us on **0800 731 0297**.

If you have speech or hearing difficulties, you can contact us by textphone on **0800 731 0317**. The textphone service does not receive messages from mobile phones.

- Check that you have given us your bank account details.

Remember – we cannot pay you any Carer's Allowance you may be entitled to unless you give us these details:

- check that you have signed the form
- send everything to us in the envelope that came with this claim pack. The envelope does not need a stamp.

Our address is:

Carer's Allowance Unit
Mail Handling Site A
Wolverhampton
WV98 2AB

How the Department for Work and Pensions collects and uses information

When we collect information about you we may use it for any of our purposes. These include:

- social security benefits and allowances
- child maintenance
- employment and training
- investigating and prosecuting tax credits offences
- private pensions policy and
- retirement planning.

We may get information about you from other parties for any of our purposes as the law allows to check the information you provide and improve our services. We may give information about you to other organisations as the law allows, for example to protect against crime.

To find out more about our purposes, how we use personal information for those purposes and your information rights, including how to request a copy of your information, please visit [**www.gov.uk/dwp/personal-information-charter**](http://www.gov.uk/dwp/personal-information-charter)

