

**PLEASE COMPLETE AS MUCH AS YOU CAN OF THIS FORM AND BRING IT TO YOUR APPOINTMENT**

**INCOME SHEET**

Date .....

CLIENT(s) ..... Occupation/Employer .....

..... Occupation/Employer.....

Address.....

..... Tel no.....

Age(s)..... Dates of birth.....

Household:- Adults..... Children under 14..... Children over 14..... Vehicles .....

The income figures should be the amount you **receive**, i.e after deductions. Please show if you are paid "weekly" or "monthly". If your income varies due to overtime etc., or is received at irregular times, please record this under "Notes"

	<b>SALARY/WAGES</b>	<b>AMOUNT</b>	<b>W/M</b>	<b>NOTES</b>
1	Client (Take Home)			
2	Spouse/Partner(Take Home)			
4	Other Income			
4a	<b>TOTAL SALARY/WAGES</b>			
	<b>OTHER INCOME</b>			
5	Maintenance received			
6	Income from Boarders or Lodgers			
7	Contributions from non-dependants			
9	Other			
9a	<b>TOTAL OTHER INCOME</b>			
	<b>BENEFITS</b>			
12	Supplementary Benefit			
15	Family Allowance			
16	Unemployment/Sickness Benefit			
17	Incapacity/Attendance Benefit			
20	Other Benefits			
20a	<b>TOTAL OTHER BENEFITS</b>			
	<b>PENSIONS</b>			
22	Guernsey / UK Old Age Pension(s)			
23	Private or work pension(s)			
25	Other pension(s)			
25a	<b>TOTAL PENSIONS</b>			
	<b>TOTAL INCOME</b>			

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	<b>ASSETS &amp; EQUITY</b>	<b>AMOUNT</b>		<b>NOTES</b>
	House or Flat			
<b>26</b>	Total value of properties			
<b>27</b>	Mortgage outstanding			
<b>28</b>	Secured loan(s) outstanding			
<b>28a</b>	<b>TOTAL EQUITY</b>			
	<b>OTHER ASSETS</b>			
<b>29</b>	Value of vehicle(s) less HP			
<b>30</b>	Savings			
<b>31</b>	Other Assets			
<b>31a</b>	<b>TOTAL OTHER ASSETS</b>			
<b>Can any assets be sold to make lump sum payments YES/NO</b>				
<b>EXPENDITURE: Please show as W (weekly), M (monthly), Q (quarterly), A (annually).</b>				
	<b>ESSENTIAL EXPENDITURE</b>	<b>AMOUNT</b>	<b>W/M/Q/A</b>	<b>NOTES</b>
<b>32</b>	Rent			
<b>33</b>	Service Charges			
<b>34</b>	Mortgage			
<b>35</b>	Other secured loans			
<b>36</b>	Mortgage endowment			
<b>37</b>	Buildings/contents insurance			
<b>38</b>	Pension and life insurance			
<b>39</b>	Parish Rates & T R P			
<b>40</b>	Gas			
<b>41</b>	Electricity (incl H.P ?) Y/N			
<b>42</b>	Water Rates			
<b>43</b>	Other Utilities (coal, oil, calor gas)			
<b>44</b>	TV Licence			
<b>45</b>	Court fines/ Wage Arrests			
<b>46</b>	Child Maintenance payable			
<b>47</b>	Hire purchase ( incl. cars )			
<b>48</b>	Child care costs			
<b>49</b>	Adult care costs			
<b>50</b>	Other			
<b>51</b>	Other			
<b>52a</b>	<b>TOTAL ESSENTIAL EXPENDITURE</b>			
	<b>TELEPHONE</b>			
<b>53</b>	Home Landline & calls (excl broadband)			
<b>54</b>	Mobile telephone			
<b>55a</b>	<b>TOTAL TELEPHONE</b>			

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	<b>EXPENDITURE</b>	<b>AMOUNT</b>	<b>W/M/Q/A</b>	<b>NOTES</b>
	<b>TRAVEL</b>			
56	Buses (work,school, shopping)			
57	Other (e.g. taxis)			
58	Car Insurance			
60	Fuel (Petrol, Oil, Diesel etc)			
61	Car Maintenance			
62	Breakdown or Recovery			
63	Parking charges			
64	Other car costs			
64a	<b>TOTAL TRAVEL</b>			
	<b>HOUSEKEEPING</b>			
65	Food and Milk			
66	Cleaning and toiletries			
67	Newspapers and Magazines			
68	Cigarettes, tobacco and sweets			
69	Alcohol ( for home consumption)			
70	Laundry and dry cleaning			
71	Clothing and footwear			
72	Nappies and baby items			
73	Pet Food			
74	Other			
74a	<b>TOTAL HOUSEKEEPING</b>			
	<b>OTHER EXPENDITURE</b>			
75	Health (dentist, glasses, prescript, hearing)			
76	Repairs/house maint. (incl window cleaning)			
77	Hairdressing/haircuts			
78	Satellite, internet (broadband)			
79	TV, video, other appliance <b>rental</b>			
80	School meals and meals at work			
81	Pocket money and school activities			
82	Lottery and pools			
83	Hobbies/leisure/sport (incl pub, gym)			
84	Gifts (Christmas, birthdays, charity)			
85	Vet bills/pet insurance			
86	<b>Doctor, health insurance, Ambulance Sub</b>			
87	Other			
87a	<b>TOTAL OTHER EXPENDITURE</b>			

