

Sample Right of Appropriation Letter to Bank

(Enter your Address)

(Enter the Date)

(Add Name and Address of your Bank)

Dear Sir/Madam,

Re: Right of Appropriation

Account Number: (Enter your Account Number)

I am writing to inform you that I am due to have Housing Benefit payments of £ (Enter value of Housing Benefit Payments) paid into my account on (Enter date of payment), and wish to use my first right of appropriation for this money, for the following purposes:

Rent £ (Enter value of your rent)

I have set up a standing order / direct debit / will withdraw the money for the above use, and I would be grateful if you would ensure that any other payments out of my account do not interfere with this withdrawal.

(Add details of the future regular payments if they will be regular payments of Housing Benefit).

Yours faithfully

(Signature)