

EXAMPLE OF UNIVERSAL MONTHLY STATEMENT

Payments

NAME XXXXXXXX

ADDRESS XXXXXXXXXXXXXXXXXXXXXXXX

Assessment period: DATE

Your payment this month is

£ XXXX

This will be paid by XXX on DATE XXXX

What you're entitled to

Standard allowance

£ XXX

You get a standard amount each month. You said you're single

Housing

£ XXX

You said your rent is £ XXX per month, and you pay £ XXX in service charges.

Children

£ XXX

You get support for X children

Total entitlement before deductions

£ XXXX

What we take off (deductions)

Take-home pay

- £ XXXX

Take-home pay is what's left after tax, National Insurance and any pension contributions have been deducted.

Earnings reported by your employer

£ XXXX

The amount we'll use to work out your Universal Credit is £XXXXX

Your total take-home pay for this period is £XXXXX

The first £XXXXX of your take-home pay doesn't affect your Universal Credit monthly amount. Every £XXX you earn in take-home pay over this amount reduces your Universal Credit by 63 pence.

Total deductions

- £XXXXX

Your total payment for this month is

£XXXXX

If your circumstances change

You must immediately report changes in your circumstances that could affect your Universal Credit payments.

Help and support

If you think we've made a mistake or want to appeal

Other support you may be able to get

EXAMPLE