

Social Security

Payment of Benefits and Pensions into an Account

The following benefits and pensions can be paid into an account:

- Adoption Allowance
- Attendance Allowance
- Bereavement Benefit
- Bereavement Support Payment
- Carer's Allowance
- Child Benefit
- Disability Living Allowance
- Employed Person's Allowance
- Incapacity Benefit
- Income Support (in certain circumstances)
- Industrial Disablement Benefit
- Maternity Allowance
- State Pension
- Widow's Pension

What types of account can be used?

The account can be:

- a bank cheque or deposit account (but not a mortgage account)
- a National Savings and Investments (NS&I), investment account (but not an ordinary account)
- a building society cheque or savings account (but not a mortgage account)

The account maybe:

- in the name of the beneficiary, the beneficiary's spouse or partner, or a person authorised to receive benefit or act on behalf of the beneficiary
- in the joint names of the beneficiary and spouse, or the beneficiary and a person authorised to receive benefit or act on behalf of the beneficiary

We can only pay benefit into one bank account, if you are already receiving benefit by credit transfer we will have to use the same account for both benefits.

Please note: where the account is in a name other than the beneficiary's, this form should be signed by the beneficiary or a person authorised to receive benefit or act on behalf of the beneficiary.



Isle of Man
Government

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The Treasury

Yn Tashtey

Form ACT1 January 2019

How often are the payments made?

Payment for most benefits, are made every four weeks (the first payment may however cover a period of one week upwards and any arrears).

For Carer's Allowance, Employed Person's Allowance, Incapacity Benefit and Maternity Allowance, payments are made every two weeks.

If the wrong amount is paid

Please check the amount on your account statement or with your bank or building society. If you think you have been paid the wrong amount tell us straightaway.

If the wrong amount is paid into your account, whatever the reason, this is what happens:

- If not enough money is paid into your account we will add the money we owe onto the next payment, or we may make a special payment.
- If too much money is paid into your account, because of the way the credit transfer system works, you will have to pay the extra money back. For example, if you give us some information which means you are entitled to less money, but we do not have time to change the amount paid into your account, you will have to pay back the money you are not entitled to.

Change in circumstances

If you are submitting this application together with a claim to a benefit or allowance you will be sent a set of notes that tell you the conditions you must meet for being paid when the benefit is awarded. The notes also set out the changes in circumstances you must tell us about.

If you are in receipt of a benefit or allowance you will already possess these details. If you have lost or mislaid them please telephone the relevant benefit/pension team to obtain a copy.

All calls to and from Social Security are recorded for quality purposes, to prevent crime or misuse, to ensure staff act in compliance with required procedures and standards and assist in the provision of training, monitoring and service improvement.

If you think there is something we might need to know, but are unsure, tell us anyway.

How to apply for payment into an account

- Complete the attached application form.
- If you need any other help in completing the application form, please ask at a Social Security office.
- When completed detach and send it to the address given on the bottom of the form together with any uncashed orders.



The Treasury

Yn Tashtey

Form ACT1 January 2019

Social Security

Application for payment of Social Security benefits and pensions by Credit Transfer

How to complete the form

- Please complete the form in CAPITAL LETTERS
- Complete all parts

Part 1 About you

Title	<input type="text" value="Mr/Mrs/Miss/Ms"/>
Surname	<input type="text"/>
First names	<input type="text"/>
Address	<input type="text"/> <input type="text"/>
	<input type="text" value="Postcode"/> <input type="text" value="Telephone"/>
National Insurance (NI) Number (if you know it)	Letters <input type="text"/> <input type="text"/> Numbers <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Letter <input type="text"/>
If you do not know your NI number, write your benefit or allowance number here if known.	
<input type="text"/>	

Part 2 Please tick the benefit/pension you wish to be paid by credit transfer

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	Date form seen	Initials
<input type="checkbox"/> Adoption Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Attendance Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Bereavement Benefit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Bereavement Support Payment	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Carer's Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Child Benefit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Disability Living Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Employed Person's Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Incapacity Benefit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Income Support (in certain circumstances)	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Industrial Disablement Benefit	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Maternity Allowance	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> State Pension	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Widow's Pension	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> Other – please specify	<input type="text"/>	<input type="text"/>

What name or names is the account in?

The account can be:

- a bank cheque or deposit account (but not a mortgage account)
- a National Savings and Investments (NS&I) investment account (but not at ordinary account)
- a building society cheque or savings account (but not a mortgage account)

Please tell us which account you want your benefit/pension paid into

Name of bank or building society

Branch name

Sort code number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Account number

Type of account, eg, deposit, current etc.

When we collect information about you we may use it for any of our purposes, including dealing with benefits and allowances, employment and training and occupational and personal pension schemes.

We may get information about you from others for any of our purposes if the law allows us to do so.

We may also share information with certain other organisations if the law allows us to.

To find out more about how we use information, contact any of our offices or visit our website at www.gov.im/treasuryprivacynotice

Please read and sign below

- I wish to have the benefits to which I am entitled, and have specified overleaf, paid as instructed above.
- I have read and understood this form.
- I understand that I am responsible for informing Social Security Division of any changes in circumstances which may affect entitlement.
- I also understand that all overpayments of benefit will be repayable to the Social Security Division and I agree to repay any overpayments which are repayable.

Signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Please complete this section if you have signed on behalf of a person.

Your name

Address

Postcode

Send the completed form to the Social Security Division, Markwell House, Market Street, Douglas, Isle of Man, IM1 2RZ together with any relevant payment orders.