

Dear Welfare Benefits

I am writing to inform you of a change to my circumstances:

Fields marked with an * must be completed		
*My Name:		
*My Date of Birth:		
*My National Insurance Number:		
Please fill in the details of all the children you are currently claiming for		
*Child's Name	*Child's Date of Birth	*Child's School

Change of Circumstances	Please tick box if appropriate
My benefits have ceased and my child/children is no longer entitled to a Free School Meal	<input type="checkbox"/>
My address has changed.  My new address is	<input type="checkbox"/>
Other reason (e.g. Child no longer lives with you)  Please give details below :	<input type="checkbox"/>

Signed ..... Date.....

**Note:** You only need to send us this form if you have had changes to your details since your last completed Free School Meals application form, otherwise keep this form and use for any changes that occur in the future.