| From | Apply online for help with NHS costs |
|---------|--|
| То | email address |
| Subject | Your Help with Health Costs claim (Ref: K5G-V78) |

Dear XXXX,

Thank you for applying for help with your NHS costs. Before we can assess your claim, we need confirmation of <your / your partners / your household> earnings.

Your payslips

- UX Designer Send us copies of your last 2 payslips leading up to 01/04/2019.
- Cleaner Send us copies of your last 2 payslips leading up to 01/04/2019.

Your partners payslips

 Barman – Send us copies of their last 2 payslips leading up to 01/04/2019.

Your benefits award notices

• Universal credit – Send us copies of each page of the awards notice.

To send this information, reply directly to this email with any attachments. Please be aware that removing or changing the body and subject line of this email can cause further delays.

If you would like to send by post, please send this information to:

LIS Returns (Ref: K5G-V78), Bridge House, 152 Pilgrim Street, Newcastle upon Tyne, NE1 6SN.

If you cannot send the proof we have asked for, please get your employer to fill a <u>proof of income form (LIS82)</u> and send it to the same address.

Kind Regards,

LIS Team

Email: NHSBSA.LISDigital@nhs.net

Telephone: 0300 330 1343

Opening hours: 8am to 6pm Monday to Friday, 9am to 3pm on

Saturday