«Title» «Forename» «Surname»

«Flat\_Number»«Building\_Number\_or\_Name»

«Property\_Number» «All\_Sub\_Streets» «Street»

«Area»

«Town»

«Postcode»

Click here to enter a date.

Reference: «Current\_Claim\_Number»

Dear «Forename»

Universal credit full service comes to Cambridge on the 17th October 2018. This means that some benefits will be replaced by universal credit including housing benefit. The enclosed leaflet gives you some more information about what benefits it will affect and what you can do to prepare for the change.

This change may not affect you for some time. The leaflet is for information, gives you some practical things you can do to get ready and where you can get help.

Yours sincerely,

Naomi Armstrong

Benefit Manager