



# Managing Your Rent

## Rent from Wages Request Form

Please complete this form if you wish to have your Rent deducted from your wages. To access this form, please contact Rent Accounting on **01698 403166**.

### North Lanarkshire Council

### Financial Solutions – Rent Accounting

### Rent From Wages – New request

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Rent Reference Number: \_\_\_\_\_

Employee Reference Number: \_\_\_\_\_  
(Can be found on your Payslip)

Payrun: \_\_\_\_\_ Location Name: \_\_\_\_\_

Service Name: \_\_\_\_\_

I hereby authorise the Head of Financial Solutions to deduct rent from my wages each:

week / 2 weeks / 4 weeks / month (delete as appropriate),

in order to maintain a zero balance in my rent account.

Please state amount if different from rent charge: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return the completed form to:  
Financial Solutions - Rent Accounting, Civic Centre, Motherwell ML1 1AB

In the event you wish to cancel rent from wages, please contact the Central Rents team to discuss.

For Bellshill, Motherwell & Wishaw residents telephone 01698 524811.

For Airdrie, Coatbridge, Cumbernauld, Kilsyth and Moodiesburn residents telephone 01236 758010.

If you need any further support, please call the ESC People Helpdesk on **01698 403151** or email [esc-helpdeskteam@northlan.gov.uk](mailto:esc-helpdeskteam@northlan.gov.uk).