Goldsmiths UNISON

Hardship claim form and guidance

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| **Hardship claim form**Please complete this form and return to your branch secretary. This should be completed in block capitals. For guidelines on how to complete this form please see notes below. |
| **Section 1 - Your details** |
| Your current address details  | **Changes** – please use the space below to let us know if your address details are incorrect. |
|  |  |
| Membership, branch, employer & income details | Membership number:  |
| Branch:  |
| Employer:  |
| Income:  |
| How would you prefer to be paid? (delete as applicable) | Cheque? Y/N |
| Directly into your bank account? Y/N |
| ***If you answer Yes to 2 above please complete the section below*** |
| **Section 2 - Bank details** |
| Your bankers name(e.g. Lloyds, Nat West, Barclays) |  |
| Bank name |  |
| Name of account holder |  |
| Account number |  |
| Sort code |  |
| **Section 3 – BRANCH USE ONLY** |
| Authorised by |  |
| Print name |  |
| Position |  |
| Signature |  |
| Amount to be paid |  |
| Payment reference and date of payment |  |

I certify that I lost pay due to taking industrial action. I request a payment from the branch industrial action hardship fund. I enclose a copy of my payslip showing the deduction.

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

Guidelines for Completion

* Strike pay is up to £50 per day, recently increased from the previous £25.
* Strike pay will be £50 per day unless this exceeds the amount of pay deducted by Goldsmiths per pay, in which case it will match the amount of pay deducted from your salary per day of strike action.
* Please note that Inland Revenue does not regard strike payments as taxable earnings.
* Please note no payments can be made until this form has been received and authorised by your branch official. It is therefore imperative that it is completed and returned without delay.
* Please complete all sections of the form. This should be in block capitals. Failure to do so may prevent reimbursement of hardship pay being made.
* Name and address – this box will be completed for you. If this is incorrect please make changes in the box provided.
* Membership, branch, and employer details – this information will be completed for you please check that to the best of your knowledge the information is correct.
* Income details – this should be your annual income from employment.
* How would you prefer to be paid? – please highlight which method you would like to receive the payment. Please note cheque payments will take a minimum of 10 days to process and pay.
* Bank details – only complete this section if you require your hardship pay to be paid directly into your bank account. This should be the bank account you normally have your salary paid into.
* Once you have completed the form it should be forwarded to your branch secretary

**There For You (UNISON Welfare)**

If you are in financial difficulties, UNISON offers financial assistance and support such as one-off grants to members via the [There for You service](https://www.unison.org.uk/get-help/services-support/there-for-you/). Please contact your branch for details of how to apply.