



For H.F.I. Use Only

Referral Number

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Hamilton Furniture Initiative

Charitable Furniture Recyclers ~ A Recognised Scottish Charity ~ SCO 23969
Units 14/16 Whistleberry Park Ind. Est. ~ Whistleberry Road.~ Hamilton ~ ML3 0ED
Telephone No. 01698 820 608 FAX. No. 01698 821 629
Web. www.hfiuk.com E-mail: info@hfiuk.com

.....Serving all of South Lanarkshire

Referral Form

**** Please Complete All Sections ****

(incomplete referrals will be returned to sender)

Please Print Clearly

Principal Service User Details		Referral Agency Details	
Full Name		Agency	
Address 1		Branch	
Address 2		Referring Officer	
Postal Code		Designation	
Telephone No.		Tel. No. & Ext. No.	
Date of Birth		Date Completed	
National Ins. No.		E-mail Address	

PLEASE NOTE: WITHOUT A CONTACT TELEPHONE No. – YOUR APPLICATION CANNOT BE PROCESSED

Who is your Landlord ?		Type of Accommodation ?		Occupancy Details									
Local Council		House		How many ADULTS live here?									
Housing Association		Terraced		How many CHILDREN live here?									
Private Landlord		Maisonette		What age/s? // // // // // // // //									
Other – Please State		Flat – Which Floor?		When did you move here?									
		Flat – Is there a lift?		Number of bedrooms?									

Has the Service User had a full Benefits check?	YES		NO		If NO, please state reason
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Social Fund / Community Care Grant	Y/N	Details
Has S.U. applied for an S.F.L. or C.C.G.?		
Has award been granted?		
If no, has an appeal been made?		
Has S.U. used our service before?		
Where did the client hear about H.F.I.?		

***** PLEASE ENSURE THAT ALL SECTIONS ARE COMPLETED ******

Please Note

Furniture &/or effects will not be delivered to an unoccupied property.

All items are subject to availability at the time of referral and supply cannot be guaranteed. H.F.I. will endeavour to fulfil the Service Users needs as soon as possible.

There is a £10 delivery charge which must be paid to the driver before delivery.

Referral Agencies and Service Users are reminded that **ALL** items are supplied on a **FREE LOAN** and **CANNOT** be **SOLD, LENT** or **OTHERWISE DISPOSED of** in any way without the specific **WRITTEN PERMISSION** of the H.F.I. Management Committee. **NON COMPLIANCE** of this notice will result in **LEGAL ACTION** BEING TAKEN.

There is no charge to uplift any effects which are returned to H.F.I.

