



Email: cfoodbank@yahoo.co.uk

Tel: 01555 771700

Please ensure you have read the Protocol for Referring Agents at <http://clydesdalefoodbank.org.uk/refer>

ALL questions should be answered (with the exception of fuel related questions if no fuel support sought)

Date			
Requesting office, officer's name & contact tel no			
Client name		Has the client been referred before? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Address for delivery		Post code:	
<u>Client's tel no</u>			
No of adults in household <i>Please specify genders</i>		No of children (under 18) <i>Age & genders</i>	
Any allergies?		Pet food required? <i>Specify animal types</i>	
Is client requesting help with fuel costs? <i>If 'no' disregard all other BLUE 'fuel' questions</i>		Utility Account in Clients Name?	
Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Prepay/ PAYG Customer?		Prepay Method	
Yes <input type="checkbox"/> No <input type="checkbox"/>		Pay Point <input type="checkbox"/> Pay Zone <input type="checkbox"/> Post Office <input type="checkbox"/> App <input type="checkbox"/>	
Main source of fuel for heating home?		Gas <input type="checkbox"/> Electricity <input type="checkbox"/> Oil <input type="checkbox"/> Coal <input type="checkbox"/> LPG <input type="checkbox"/> Other <input type="checkbox"/>	
Electricity Supplier		Gas Supplier	
Does customer have smart meters?		Electricity Yes <input type="checkbox"/> No <input type="checkbox"/> Gas Yes <input type="checkbox"/> No <input type="checkbox"/>	
Will any adults in house reach state pension age by 30 Sept?		Are there health issues in household?	
Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
<i>Please advise clients that in order to receive help with fuel costs further information will need to be obtained by the Food Bank. The client will receive a phone call to discuss their supplier and other information such as account numbers. It would be helpful if clients could look out this information.</i>			
Is client in receipt of benefits?		Specify benefits received by household	
Yes <input type="checkbox"/> No <input type="checkbox"/>			
Additional information (including reasons for referral and type of support requested)			
<i>For food bank use only</i>			
Date received			
Additional information			

REMEMBER TO INCLUDE CLIENT'S TELEPHONE NUMBER!