**[Insert your name and address]**

 **[Insert National insurance number]**

**[Insert Date of birth]**

For the attention of the Universal Credit Department

**[Insert date]**

**[insert address]**

**- REQUEST FOR BACKDATING OF UNIVERSAL CREDIT CLAIM -**

Dear Sir or Madam,

**Summary of issue**

I have successfully made a claim for Universal Credit and I contend that I qualify for this claim to be backdated by one month from the date of claim. I write to formally make a backdating request.

**Legal Framework**

Provision is made under Regulation 26 (2) of the Universal Credit, PIP, JS, ESA (Claims and Payments) Regulations 2013. *AM v SSWP (UC)* [2022] UKUT 242 (AAC) provides clarification that there is no need for a claimant to have made a request for backdating at the claim stage in order for it to be considered.

I am registered as sight impaired or severely sight impaired **[delete as appropriate]** and as such I meet the definition of disability under the Equality Act 2010. Please see attached my medical evidence. On this basis I satisfy Regulation 26 (3) (b) *‘the claimant has a disability’*.

or

I have sight loss / long term health condition(s) **[insert details of your sight loss / long term condition(s)].** Please see attached my medical evidence. On this basis I satisfy Regulation 26 (3) (c) *‘the claimant has had an illness that prevented the claimant from making a claim’*.

**Why I could not have reasonably made a claim sooner**

I could not have reasonably made a claim for Universal Credit sooner because **[insert details of your circumstances and reason why you could not claim sooner. This may include things like difficulty accessing the online application. If you have a copy of medical evidence supporting this, then you can refer to this and enclose it/attach it with this letter].**

**Steps you are required to take**

Considering the above information and medical evidence, I ask that you make a decision to backdate my Universal Credit award as soon as possible. If my backdating request has been made after my claim has been decided, please treat this as a request for a mandatory reconsideration, as per *AM v SSWP (UC).*

Please send me your response in **[insert your preferred format e.g., large print, audio or email etc.]**.

Yours faithfully,

**[insert address]**

**[insert contact details and preferred format]**