

HOMELESSNESS

无家可归

What is homelessness?

You can be homeless because you have no home of your own to live in. For example, you might be living temporarily with family or friends. You can also be considered homeless if your house is insecure or unsafe to live in. You might be living in overcrowded or damp accommodation, or living somewhere you are at risk of violence.

什么是无家可归?

因您没有属于自己的家可住而成无家可归。例如，您可能只是时和家人或朋友住在一起。如果您的房屋不固定或不安全，或正住在过于或潮湿的住所，也或正住在有暴力力的地方那您也可以被是无家可归的。

Where to go for help

Go to your local council, explain your situation, and ask for help. They will give you free and confidential advice and will be able to help you apply for a place to live. They will also have a list of contacts you may find useful in solving your problems. Once you have given them your details, the council will assess whether you are considered homeless or not. Among other things, they will check whether you left your previous home intentionally (by choice) or not. It is then up to them to decide whether or not you are defined as homeless.

去哪里求帮助

到您当地的地方会，解您的处境并求帮助。会将会提供您免及保密的建，并且会帮助您申一个住所。会还会提供一份有助于解决您的系名单。

一旦您提供了自己的料，会就会估您是否被定无家可归的。在其它方面，会会查您是否有意(自己选)离从前的家。然后由会决定您是否可以被无家可归的。

How will they help?

<http://languages.homepoint.communitiesscotland.gov.uk>

If you are assessed as being homeless or at risk of homelessness, the council will treat you as being in priority need and they must legally provide you with temporary accommodation. They will then add your name to their waiting list for permanent accommodation. Do not hesitate to ask for help if you are in trouble and need assistance in finding somewhere to live.

☐ 会将如何帮助？

如果您被 估 无家的或处于无家可归的 境，☐ 会将以您有优先需要来看待，同时必 依法提供您 时住所。然后☐ 会将您的名字加入到他 的永久住所等待名单中。如果您处于困境中并且需要援助 找住的地方，☐ 不要 疑去 求帮助。

HOUSING ASSOCIATIONS

住房协会

Housing Associations offer good quality housing to people in housing need from all communities. Some offer accommodation for people with special needs (for example, housing suitable for elderly people). You can rent from them, and sometimes you can buy.

住房协会向各社区需要住房的人士提供优质的住房。某些住房协会还向有特殊需求的人提供住宿(例如，提供适合老年人居住的房屋)。您可以从住房协会租用房屋，而且在某些情况下，您还可以从这里租用房屋。

Who can apply?

哪些人可以申请？

There are over 200 Housing Associations in Scotland and you can apply to any of them. You can get a complete list of their details from your local council or from Communities Scotland.

苏格兰共有200多家住房协会，您可以向任何一家协会提出申请。从您所在的区议会或社区议会，即可索取一份有住房协会具体情况的全部名单。

How to apply

怎样申请

You can apply directly to the Housing Association and fill in an application form at their office. If you need help filling in the form, ask staff, who can arrange for an interview and a translator if you need one. You can apply to several Housing Associations at once if you wish, in order to increase your chances of getting a house.

您可以直接向住房协会提出申请，并在协会办公室填写申请表。在填写表格时，如果需要帮助，可向工作人员安排一次面谈；需要翻译人员时，他们也会为您安排。如果愿意，您可以同时向几家住房协会提出申请。这样会增大您得到住房的可能性。

If you are already on a council waiting list, you can also ask the council to put your name down for other suitable Housing Associations in the areas you prefer.

即使您的名字已被列入区议会等候名单，您仍然可以要求列入到其它您所希望居住地区的适合的住房协会名单中。

How your application is awarded points

您的申请如何得分

Your application will be assessed by Housing Association staff. You will be given priority 'points' and put on a waiting list. The Housing

Association will award you points according to your housing need. This means that the people most in need are housed quickly as possible.

您的申请将由住房协会的工作人员评估。您将会得到优先"分数"，被列入等候名单。住房协会将根据您的住房需要给您打分，高分意味着尽快为最需要住房的人安排入住。

You will be given points if you:

- * Are living in overcrowded conditions (for example, if children over the age of 16 have to share a bedroom with another family member)
- * Don't have a kitchen, bathroom, living room, or hot and cold water for your own use
- * Have a medical need (for example, you can't walk without help or need a wheelchair, or are very ill). You will need a doctor's letter explaining your health problem;
- * Are being racially or sexually harassed
- * Are facing domestic violence
- * Need to move closer to family or for community support (for example, you need family support, or need to be close to your place of worship)
- * Live in unsuitable housing (for example, if you are disabled and live on the top floor)
- * Are in danger of losing your home.

您的分数取决于以下条件：

- * 您的住房过于拥挤（例如，您16岁以上子女与其它家庭成员共住一室）
- * 没有厨房，浴室，客厅或家庭自用的冷水系统
- * 有医疗需要（例如，您行走不便，需要坐轮椅，或者有重大疾病）。您需要提供医生出具的明信片来证明您的健康状况。
- * 遭受种族歧视或性骚扰
- * 面临家庭暴力
- * 需要靠近家人或需要社区支持（例如，您需要来自家人的照顾，或需要离您宗教礼拜的地点近一些）
- * 住在不适合的房屋中（例如，您是残疾人，却居住在房屋内）
- * 有失去房屋的危险

Remember that Housing Associations do not have to offer you a house or put you on their waiting list. They have only a limited number of houses to offer and will usually offer them to people with the highest number of points.

注意，住房协会不是必须为您提供住房或把您的名字列入等候名单，他们只能将有限的住房提供给得分最高的申请人。

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What happens once the Housing Association has your application?
住房协会收到您的申请 会怎样办理？

Once your application has been processed and suitable accommodation becomes available, the Housing Association can offer you a house.

一旦受理您的申请，并有适合您的住房时，住房协会将 为您提供一套住房。

HOUSING TO RENT

租 房屋

If you want to rent a home, you have three choices of landlord:

- * local authority housing (council houses)
- * Housing Associations
- * private landlords.

To decide who to rent from, you need to know what each landlord offers and what the differences are.

如果您想租 房屋，有三种房 您选 ：

- * 当地官方房屋(会房屋)
- * 住房协会
- * 私 房

在决定向 租 前，您需要了解各个房 的出价及不同之处。

PRIVATE LANDLORDS

私房

Private landlords rent to all types of people. The type of accommodation they can offer depends on the location and type of neighbourhood it is in. Renting from a private landlord offers a lot of choice, but it is usually more expensive than renting from the council or from a Housing Association.

私房出租所有类型的公民。他所提供的房屋类型是由地点和周的
居来
决定的。私房提供大量的租选，但是通常会比从会或房屋协会租
。

How to find private rented housing

You can check with your local council and get their list of approved registered landlords. The council may be able to give you advice on renting from a private landlord. You can also find out about private rentals in local newspapers, in shop windows, on notice boards in stores or community centres, and in property management agencies and estate agents. You can advertise in a local newspaper yourself. Ask friends and people you know if they have heard of any private accommodation in the area you want to live in. This is often the best way to find a good place to live.

如何找私出租的房屋

您可以向当地会查其核准的注册私房的名单。会可能会提供您一
些向
私房租房的建。
您也能够在地方的报上，零售店橱窗上，商店或社区广告中，房地代理商
及不
动代理商处了解到私出租价格。朋友或您的人，如果他听在您所
希望居住的地区有任何私住所出租。这通常是找到好住处的最佳方法。

Rent deposit

A private landlord will usually ask you for one month's rent in advance, plus rent for the first month, before you can move into the house. He or she will also ask you for a deposit in case you damage the furnishings. The deposit is usually the same as a month's rent.

This means you will need to pay about three times your first month's rent in order to move in.

租金押金

在您搬入房屋之前，私房通常会要求先付一个月的房租，外加第一个月的房租。他或她还会要求您先付一份押金以防您损坏室内物品。这份押金通常是一个月的房租租金。意思就是您如果要搬新居，需要先付三个月的房租。

Before you rent

Before you sign any agreement with a landlord, get legal advice to be sure that your tenancy agreement is correct. This will ensure that both you and your landlord have your legal rights protected if anything goes wrong.

Once you have signed the agreement, get a rent book from your landlord and make sure you get receipts for any payments you make.

租之前

在与房东任何协议之前，您应先得到法律上的建议以确保您协议是正确的。这样做就能担保将来如果有任何问题时，您和房东双方的合法权益将受到保护。一旦您签了协议，您必向房东索取租单及所有付款的收据。

LOCAL AUTHORITY HOUSING (COUNCILS)

当地官方房屋(council)

Councils offer houses and flats, and homes designed for people with special needs (for example, sheltered housing for older people).

There are two ways you can rent a house from the council:

- * by applying for a house and being placed on a waiting list until the council offers you a suitable house.
- * by being assessed as homeless. The council then must offer you temporary accommodation.

council 提供房屋和公寓，以及 有特殊需要的人 的房屋(例如， 老年人提供的 保障性房屋)。

有两种办法可 您从地方 council 租到房子：

- * 由 房屋并被列入等待名单直到 会提供您合适的房屋
- * 由 被 估 无家可归。那么 会必 提供您 时住处。

Who can apply?

You must be at least 16 years of age. You must also:

- * be living in the area, or
- * have had work offered to you in the area, or
- * wish to move to the area to look for work, or
- * be 60 years of age or in poor health and want to move closer to your family, or
- * have medical reasons for moving to the area, or
- * want to move to the area to care for a family member who already lives there.

可以申 ？

您必 至少年 16 。您还必 ：

- * 住在当地，或者
- * 在当地已 得到一份工作，或者
- * 希望搬到当地 找工作，或者
- * 年 60 或身体健康状况不良而希望住在家人附近，或者
- * 有医 原因搬入 地区，或者
- * 希望搬到当地照 已 住在那里的家庭成 。

How to apply

Go to your local council office and fill out an application form. If you need help filling it in, just ask.

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The council should provide translated information and interpreters. When you are applying to the council for accommodation, they will give you information about the application process. This includes information on how the council assesses you for a house. It is important to understand how the system works before filling in your application.

如何申请

到当地议会填写一份申请表。如果您需要帮忙填写，可以提出要求。议会提供

好的信息及翻译人员。

当您向议会申请房屋时，他们会提供您申请过程的有用信息。这信息包括议会如何

评估您申请房屋。在填写申请表之前，必须弄清楚这个制度是如何运作的。

How your application is awarded points

Your application will be assessed and you will be given priority 'points' and put on a waiting list.

The council awards 'points' according to your housing need. This means that the people most in need are housed as quickly as possible.

You will be awarded points if you are:

- * living in overcrowded conditions (for example, if children over the age of 16 have to share a bedroom with another family member)
- * without a kitchen, bathroom, living room, or hot and cold water system for your own use
- * in medical need (for example, you cannot walk without assistance or need a wheelchair, or you are chronically ill). You will need a letter from your doctor explaining your condition
- * being racially or sexually harassed
- * a victim of domestic violence
- * wanting to move closer to family or community support (for example, you need to be near a mosque or closer to family members).

您的申请将如何被评分

您的申请会被评估，然后给予优先'分数'并列入等候名单。议会是根据您的房屋需求来评分。意思就是最需要房子的人会尽快分到房子。

您会给予加分，如果您

- *居住在过于拥挤的情况下(例如，如果子女年龄超过16岁，不得不于家庭其它成员共

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处一室)

*没有供自己使用的厨房，浴室，客厅，或冷水系统

*有医疗需求(例如，没有协助或轮椅您不能行走，或者您长期的生病)。您需要医生

的信件来解释您的状况

*遭受种族或性别歧视

*是家庭暴力的受害者

*想搬到离家人或社区中心较近的地方(例如，您需要住在清真寺附近或离家人更近)。

It is important to provide complete and up-to-date information when you fill in the application form, especially about your current housing situation. If you are not sure what to mention, ask council staff members and they will help you. All applications are confidential and will not be seen by anyone who is not dealing with your case.

在填写申请表时，重要的一点是您一定要提供完整及最近的信息，尤其是您当前的住房情形。如果您不确定提及哪些方面，社会工作人员，他们会帮助您。所有的申请都是保密的，除了处理您案件的工作人员外，其它的人都不会看到您的申请。

What happens once the council has your application?

Getting accommodation from the council can take some time. Check with the council about how they will keep you informed of the progress of your application. Once a house becomes available in a suitable location, the council will make you an offer of a house.

一旦社会得到您的申请，会有什么事情发生?

社会得到住房要花一段时间。社会与社会工作人员将如何通知您有申请情况的程度。一旦在适合的地点有房屋空出来，社会会提供您一个房屋。

If you are a council tenant but want to move house

You may be living in council accommodation but want to move to another council house. You have three choices:

* HOMES scheme: you can move from one council area to another. Apply at your local council office and tell them why you want to move

* Transfer scheme: you can move to another house within the same council area. Apply at your council office.

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* Homeswap: you can trade houses with another family who has one more suitable to your needs. You must get the permission of your landlord and register on the free 'Homeswap' national register at your local council office.

如果您是公寓房屋的承租人但是想搬家

您或正在居住在公寓所但是想搬到另外一处公寓房屋。您有三个选项：

*家庭方案：您可以从一个公寓地区搬到另一处。到您所在的当地公寓办公室提

出申请并告知他希望搬家的原因。

*迁移方案：您可以搬到同一公寓区域的另外一房屋。到您所在的公寓办公室申
请。

*交换住家：您可以与另一户有更适合您需要的家庭进行交易。您必须得到您
房东的允许并到您当地的公寓办公室免费注册在'交换住家'国家登记簿上。

SHELTERED HOUSING

庇护 住宅

What is Sheltered Housing?

Sheltered Housing is accommodation designed specially for people over 60 years of age. The housing might be flats or bungalows. It is designed to help you live comfortably, safely and independently.

什么是庇护 住宅？

庇护 住宅是特别 超过六十 的 者而 定的住宿， 这些住宅是套房或平房， 居住 符合 舒适、安全和独立的要求。

Sheltered Housing usually has:

- * individual accommodation with its own bathroom and fitted kitchen
- * common areas for all the residents to use, including a laundry area, lounge, garden and guest bedroom(s) for family and friends to stay
- * full heating
- * a lift to upper floors
- * a warden or manager close by to help if you need it
- * an alarm for 24-hour emergency assistance.

庇护 住宅通常是：

- * 配有独立卧室、浴室和厨房
- * 供 全部居民使用的公众地方， 例如洗衣房，起居室，花园和家人、朋友留宿的客房
- * 整套暖气 置
- * 通向楼上的一部 梯
- * 附近的管理 可提供帮助
- * 一个二十四小时 急求救的警

What does the warden or manager do?

管理 的

The warden or manager makes your life easier by helping you to settle in. This includes, for example, showing you how things work, keeping the area outside your home clean, carrying out repairs to your house, helping you deal with problems, and giving you advice if you need it.

管理 会帮助您入住，

方便您的生活。例如他 会提供操作 明， 您的室外 生， 修住宅，帮助您解决 ， 根据需要提供建 。

Who can apply?

什么人可以申请？

Anyone can apply, if you rent or own your own home. People with a medically assessed need or who wish to move closer to family and friends may have a better chance of being accepted than others.

只要您是租用或拥有自己的房屋，任何人都可以申请庇护住宅。但会优先照顾那些有健康

需要或希望靠近家人、朋友的申请者。

How to apply

怎样申请？

You can go to the local authority or to the Housing Association that provides the accommodation you are interested in, and fill in an application form. Most Sheltered Housing is rented, but some is available to buy.

您可以去能提供您中意房的地方当局或房屋协会，

填写表格申请。大部份的庇护住宅都是租用的，不过也有小部分可供购买。

Is Sheltered Housing right for me?

庇护住宅适合我吗？

You should think about what your own needs are and what the accommodation can offer. Is the design of the housing suitable for your needs? Is the accommodation in the right location for the services and shops you need? Is there enough room for your family or friends to visit and stay with you? Does it feel like a friendly place where you will be happy?

您应当想想庇护住宅能否满足您的需要。住宅的设计是否适合您？住宅的位置是否靠近您需要的服务和商店？有没有供来住的家人和朋友留宿的房间？您是否感到那是一个友好而愉快的地方？

SHARED OWNERSHIP

部份所有

What is Shared Ownership housing?

什么是部份所有住宅？

Some Housing Associations will allow you to buy a share of a house and pay a reduced rent on the rest. For example, you can buy a quarter or a half of the house (either by borrowing money or paying outright for your share) and pay rent on the rest. Later on you can buy further quarters of the house until you have bought the whole thing. Then you will no longer need to pay any rent. You will make payments every month, one to the mortgage lender (if you have one) and one in rent to the Housing Association.

有些住房协会允您住宅的部分股份，并支付一份低的租金。比如，您可以住宅的四分之一或一半所有（款或一次性），并支付剩下股份的租金。随后您可以另外的四分之一股份，直到全部股份止，此后便无再支付任何租金。您供需要按月还款按揭款人(如有的)，支付租金房屋协会。

Shared Ownership is a good option for you if you want to own your own home but cannot afford a full mortgage.

如果您想有自己的住房，可是无法支付全部按揭款，部份所有是一个理想的选择。

Who can apply?

什么人可以申请？

You must be unable to afford to buy a home on the open market that suits your needs. You also need to be at least one of the following:

- * a first-time buyer
- * a tenant of the Council or of a Housing Association
- * an applicant on the Council's or Housing Association's waiting list
- * a person with special needs (for example, you use a wheelchair)
- * a person who used to own a home, but because of a particular difficulty you can no longer afford to buy a home of your own (for example, your relationship has broken down and you have had to leave your home).

您必是没有能力在市上适合的房子，并且符合以下至少一条件：

- * 首次者
- * 会或房屋协会的房客
- * 被列入会或住房协会的等候名单中

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* 一个有特殊需要的人(例如您需要使用轮椅)

* 原本有住房，

但因特殊原因不再有能力住自己的房子(例如因家庭分居必须离开您的住房)。

How to apply

怎样申请？

Ask the Housing Associations in your area whether they have a Shared Ownership scheme. If they do, you can apply by filling in an application form. Ask for help filling in the form if you need it.

您家附近的住房协会是否有部份所有权计划，如果有，您可以填表申请。填表时若遇到困难，可找人协助。

SCOTTISH SECURE TENANCY

格 安全租房

This information is about your rights as a tenant

这些信息涉及到您作 房客所 有的 利

This is for everyone who rents their house from the council or from a housing association.

这些信息提供 租住 会或住房协会的任何人。

You are the tenant.

Your landlord is: _ _ _ _ _

Both of you have signed a tenancy agreement about this.

A tenancy agreement is a legally binding contract.

Ask your landlord for a copy of the Tenant Handbook.

您是房客。

您的房 是：

你 双方已 此 了租房协 。租房协 是一份受法律 束的合同。

向您的房 索要一份《房客手册》。

Things you must do

您必 做的事情

You must pay your rent -but you may get help.

You must let people come into your house to do repairs.

Remember if someone comes to your door, do not let them in until you are sure you know who they are!

You must take care of your house and garden.

必 交付房租，但也可得到帮助。

必 允 他人入室 修。

住，如果有人敲 ，直到确定他 身份后才可允 入。

您必 自己的房屋和花园。

Things you must not do

您不能做的事情

You must not disturb your neighbours.

You must not move away without telling your landlord.

You must not move away without giving () months notice

您一定不能打扰 居。

未通知房 时，不能搬离。

如未提前 个月通知房 ，不能搬离。

What to do if you have a problem:

如果您遇到 ， 做些什么

If you have a problem you can talk to your landlord.
If your neighbours annoy you, you should tell your landlord.
If the landlord does not sort out the problem you can complain.
Your landlord must tell you how to complain.

如果遇到 问题，您可以通知房东。
如果邻居扰，您应告诉房东。
如果房东没有解决问题，您可以投诉。
房东必须告诉您如何投诉。

Things your landlord must do
房东必须做的事情

Your landlord must do repairs.
Your landlord must consult you before he puts up the rent.
Your landlord must stop unacceptable behaviour by other tenants.
房东必须对房屋进行修理。
房东提高房租时，必须与您协商。
房东必须制止其他房客不可接受的行为。

Things to ask your landlord before you sign
在签合同前您应当向房东问的问题

Can I keep a pet?
Can I have other people living in my house?
Can I swap my house with someone else?
Which things will he repair?
Can I buy my house?
What happens to my house when I die?
我可以养宠物吗？

我可以请其他人住我的房屋吗？
我可以和其他人交换房屋吗？
哪些东西要修理？
我能买下我的房屋吗？
在我死后，我的房屋会被如何处置？

Moving out
搬走

If you want to move out you must let your landlord know.
You must give notice.
If you keep the rules you can live in your house as long as you want.
如果您想搬走，必须让您的房东知道。而且必须事先通知。

<http://languages.homepoint.communitiesscotland.gov.uk>

如果您遵守 租约 ，可以一直住下去, 直到您想搬走。

Can my landlord put me out of my house?

The landlord can only make you move out if you break the rules.

He has to take you to court to put you out.

我的房东 有 我搬走的 权利 ？

只有在您 违反 租约 的前提下，房东 才能 让您搬走。

他必须 把您告上法庭才能使您搬走。

What is council tax?

什么是 会税？

Council tax is a system of local taxation collected by local authorities. It is a tax on domestic property. Generally, the bigger the property is, the more tax will be charged. Some property will be exempt from council tax.

会税是一个由当地政府征收的地方税制度。它是一种国家房产税。一般来说，房子越大征税越多。有些房子可以免除会税。

Properties exempt from council tax

可以免除 会税的房子

Some property is exempt from council tax. It may be exempt for a short period, for example, six months, or for longer. Properties, which may be exempt:

有些房子可以免除会税。它也可以被免一段短时间，例如6个月或更短。以下的房子可以免除此税：

- empty property
空无人住的房子
- property which is undergoing major repairs or alterations
正在作重大整修和改造的房子
- condemned property
充公房子
- property which has been re-possessed by a mortgage lender
抵押贷款人有的房子
- property which is unoccupied because the person who lived there now lives elsewhere because they need to be cared for, for example, they now live in hospital or with relatives

目前没人住的房子是因居住者需要被照顾而住在其它地方，例如住在医院或亲戚处。

- property which is unoccupied because the person who lived there has gone to care for someone else

目前没人住的房子是因居住者离开去照顾其它人。

- any property that only students live in. This may be a hall of residence or a house

只有学生居住的房子。这可能是个学生宿舍。

- a property where all the people who live in it are aged under 18

所有居住者均不满 18 岁的房子

- a property where all the people who live in it are either severely mentally impaired or are students, or where there is a mixture of both.

所有居住者不是精神收到严重伤害就是学生，或两者都有的房子

In Scotland, the following properties are also exempt:

在苏格兰，下列房子也可免税

- unoccupied agricultural dwellings

没人居住的房子

- housing association 'trial' housing

房屋协会的'试用'房屋

- a building owned by a registered social landlord which is waiting for demolition.

由注册社会房东拥有并且正等待拆毁的建筑

Who has to pay council tax?

谁谁谁谁谁 会税？

Usually one person, called the liable person must pay council tax. Nobody under the age of 18 can be a liable person. Any a man and woman living together as husband and wife will both be liable, even if there is only one name on the bill.

通常有义务的人必须谁谁谁谁谁 会税。不到 18 岁的不能称 义务 人。任何如夫妻般同居的男女都是义务 人即使 单上只有登 一个名子。

Usually the person living in a property will be the liable person, but sometimes the owner of the property will be liable to pay instead. The owner will be liable if:

通常住在此房 里的人就是义务 人，但某些时候房 在下列的情况中有义务 谁 谁 此税：

- the property is in multiple occupation, for example, a house lived in by a number of people who all pay rent, but no-one is responsible for paying the whole of the rent; or

有多人居住的房 ，例如，一个住宅由几个分 谁 谁 付房租的人同住，但没有一个人 谁 谁 付整个房租；或

- the property is occupied by more than one household where the people living there have exclusive access to separate parts of the dwelling, but may perhaps share cooking or washing facilities. Examples are some hostels, nurses homes, or groups of bedsits; or

有多户家庭居住的房 ，在里面有独自使用的部分，但是或 谁 谁 要共享厨房和洗 谁 谁 。例如某些旅社，谁 谁 院，或一群卧房和起居室两用房 ；或

- the people who live in the property are all under the age of 18; or

住在此房 的人都不 18 ；或

- the people who live in the property are all asylum seekers who are not entitled to claim benefits including council tax benefit; or

住在此房 里的都是 谁 谁 者，他 谁 没有 谁 谁 福利包括 谁 谁 福利在内；或

- the people who are staying in the property have their main homes somewhere else in the UK; or

住在此房^里的人在英国其它地方有他^们的主要住宅；或

- the property is a care home.

房^子是一个看^护院。

How much is the council tax?

市会税是多少？

Each year, every local authority sets a rate of council tax for each valuation band. They will contact you to advise you of the amount.

每年，每个当地政府都会^为每一个估价^带来^制定^一个市会税等^级。他^们将会^联系你并告知你^们税金^的。

Council tax benefit and second adult rebate

市会税福利及第二个成年人折扣

A person who is liable to pay council tax may be able to claim council tax benefit. The amount of benefit they get will depend on their income and capital.

一个有义^务付^市会税的人也^可以申^请市会税福利。福利的金^额将以他^们的收入及^资产情况来决定。

If you have someone living with you who is not liable to pay the council tax, you may be able to claim a benefit called a 'second adult rebate'. You will not be able to claim a second adult rebate as well as council tax benefit, so if you are entitled to both, you will receive whichever is the higher.

如果和你一起同住的人没有义^务付^市会税，你可以申^请一个叫作'第二个成年人折扣'的福利。你不能在申^请市会税福利的同时申^请第二个成年人折扣，所以当有^机会获得两种福利时，你只能^取得^较高的一^个。

How to pay council tax

如何付市会税

<http://languages.homepoint.communitiesscotland.gov.uk>

Council tax bills should be sent out in April each year. You may pay by 10 monthly instalments. Local authorities may accept weekly or fortnightly payments. Some may also offer a reduction in the total bill if it is paid all at once, at the beginning of the year, however this is solely at the discretion of the individual local authority.

☐ 会税单 ☐ 在每年四月份寄出。你可以十个月分期付款。当地政府可以接受每周或每两周一次的付款。有些情况下如果能在年头一次付清此税的 ☐ 将可以减一些税，当然这将由个别当地政府决定。

BENEFITS

福利

A benefit is the name for money given by the UK authorities to people with low or no income or for people who have extra care needs because of an illness or disability.

福利是英国政府给予低收入或无收入者或因疾病或残障而需要额外照顾的人。

People with refugee status or another form of leave to remain in the UK have the same rights to benefits as UK citizens.

具有公民身份或以其它方式允许留在英国的人就有与英国公民同样的权利享有福利。

It is important to claim as soon as you are granted status, or you may lose money.

一旦你被给予身份上申请是非常重要的，否则你将失去金钱。

When applying for welfare benefits you will have to show that you are not receiving money from any other source, for example, from National Asylum Support Service (NASS). If you have been supported by NASS you will be asked to show a NASS 35 form. This form is issued by NASS and gives the exact date when they stopped supporting you. You should receive this form at the same time as the letter giving you a positive decision on your asylum application.

当你申请福利时你必须证明你没有接受其它资金来源，例如从国家援助服务处(NASS)。如果你曾被NASS帮助你将被要求出示一个NASS 35表格。这个表格是由NASS发的，上面会写着NASS何时停止帮助你的确实时间。你必须在收到批准你申请的的同时收到这份表格。

You will not be sent a NASS 35 form if you received refugee status or another form of leave to remain in the UK whilst in emergency accommodation and you were never given another home to live in. However, in order to claim benefits you still need to show a NASS letter confirming that NASS refuses to support you because you have had a positive decision on your asylum claim. To get this letter, call

<http://languages.homepoint.communitiesscotland.gov.uk>



NASS on 0845 600 0914 and give them your Immigration and Nationality Directorate and NASS reference numbers.

如果你收到公民身分或以其它方式允许你留在英国的那一段时期是住在紧急住所并且从来没有住过你其它住房居住那你将不会收到NASS35表格的。但是为了得到福利你仍需要一封NASS的信件。如果NASS拒绝帮助你是因为你已经得到避免批准。要取得此信件请播0845 600 0914 NASS并且需要他的移民及国籍理事会和NASS的参考号码。

When you prove your status, the Department for Work and Pensions should begin payments, even if you have not yet received a NASS 35 form.

当你明确了你的身份，即使你还没有收到NASS 35表格，工作和养老金部也会开始付款。

If you have not received a NASS 35 form and you need one, telephone NASS on 0845 600 0914.

如果你需要NASS 35表格但还没有收到，请播0845 600 0914联系NASS。

National Insurance (NI) Number

国家社会保险号 (NI)

When you apply for benefits you will be asked for your national insurance (NI) number. You can apply for a NI number at the same Department for Work and Pensions office. You will be asked for evidence of your identity and should take with you any documents from NASS or Immigration and Nationality Directorate. If you have a passport or birth certificate, you should take that too.

当你申请福利的时候一定会要求你提供你的国家社会保险号。你可以在工作及养老金部申请国家社会保险号。一定会要求提供证明你身份的证据并且携由NASS或移民及国籍理事会的所有文件。如果你有护照或出生证明，也应该同时携。

These are the benefits available to people on low or no income:

以下这些福利是提供给 无收入和低收入者：

Income Support 收入援助	Income-based Job-Seeker's Allowance 收入根基的求职者津贴
Housing Benefit 住房福利	Council Tax Benefit 议会税福利
Child Benefit 儿童福利	Child Tax Credit 儿童税减免
Social Fund 社会基金	Working Tax Credit 工作税减免
Pension Credit 养老金津贴	Severe Disablement Allowance 严重残疾津贴

These are the benefits paid to people who have extra care needs because of illness or disability, or who look after a severely disabled person:

以下这些福利是付给 因疾病和残疾而需要额外看护者，或照顾严重残疾者的人：

Attendance Allowance 护理津贴
Disability Living Allowance 残疾生活津贴
Carer's Allowance 看护者津贴

If you have been granted refugee status or another form of leave to remain in the UK, you can claim backdated Income Support, Pension Credit, Council Tax Benefit, and/or tax credits to cover the period that you were excluded from these benefits. Any other support paid to you will be deducted.

如果你已作为难民身份或其它方式允准留在英国，你可以要求追溯所有收入支持，议会税福利，和/或减税，以补足你被拒在这些福利的这段时间。其它任何已付给你的援助将会被扣除。

You must claim within 28 days (or for tax credits, 3 months) of receiving the Home Office letter granting you indefinite leave to remain as a refugee.

你必须 在收到内政部允准你难民身份且无限期逗留信件的28天(或对于减税，3个月)内提出要求。

Income Support 收入援助

Income Support provides money for basic living expenses. People who are entitled to Income Support are:

收入援助提供基本生活花所需的金。有资格获得收入援助的人有：

- People looking after children on their own
独立照料孩子的人
- People looking after someone who cannot look after themselves
独立照料无法照料自己的人
- People who are not able to work because of health reasons including stress. You will need a medical certificate from your doctor.
因健康原因而无法工作的人包括内在的压力。你需要提供医生的证明。

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To claim Income Support, go to the Social Security/Jobcentre Plus office.

到社会保障/就业中心办公室要求收入援助。

Pension Credit 养老金援助

Pension Credit is for people aged 60 and over.

养老金援助是60和60岁以上者立

It provides a contribution towards a guaranteed level of income. People with caring responsibilities, severe disability or certain housing costs may be entitled to more than the minimum amount.

它对一个收入水平的保障有很大贡献。对于有照顾责任的人，严重残疾或有一定房屋花的人有资格多于所定的最低限度。

For pensioners aged 65 and over Pension Credit may also provide a reward for some of the savings and income they have for their retirement.

对于65或以上养老金者，养老金援助还对有些储蓄和退休收入提供奖金。

To apply for Pension Credit contact the Pension Credit Application Line on 0800 99 1234 or contact your Pension Centre or social security office.

申请养老金 拨打养老金 助申请 0800
1234或联系你的养老金中心或社会保障办公室。

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Housing Benefit and Council Tax Benefit 住房及 会税福利

If you have been granted refugee status or another form of leave to remain in the UK, you may get Housing Benefit or Council Tax Benefit if you are receiving Income Support or Income-based Job Seeker's Allowance.

如果你已 有 民身份或其它方式 可留在英国，并且正在 取收入援助或 者津 ，你可获得房屋福利或 会税福利。

You may also claim Housing Benefit and/or Council Tax Benefit if you are on low income.
如果你是低收入者也可以要求住房或 会税福利。

You claim these benefits from your local authority, not from the Social Security/Jobcentre Plus office. You may not receive the full amount to cover your rent. You can check with the council before hand, to find out how much you will receive.

你 从当地政府申请 这些福利，而不是从社会保障/就 中心办公室。你可能不会得到全部金 来支付你的房租。你 事先向市 会查 你能收到多少金 。

If you are offered a job or training your benefits may be reduced.
如果你找到一份工作或培 ，你的福利或 会减少。

Child Benefit 儿童福利

If you have been granted refugee status or another form of leave to remain in the UK, you may claim Child Benefit if you are responsible for a child under 16 years old (or under 19 years old if the child is in school or college for more than 12 hours a week). This benefit is not affected by how much money you have or if you are working.

如果你已 有 民身份或其它方式 可留在英国，如果你 照 16 岁以下儿童(或19 岁以下儿童每周在学校或学院超过12小时)这 福利不会因你有多少 或是有工作而受影响。

<http://languages.homepoint.communitiesscotland.gov.uk>

To claim Child Benefit, obtain a form from any Inland Revenue enquiry centre, Jobcentre Plus office or the Department for Work and Pensions website.

要申 儿童福利，于任何一个国税局咨 中心，就 中心或工作与 老金部 网站上获取表格。

Social Fund 社会基金

If you have been granted refugee status or another form of leave to remain in the UK, you may apply for help from the Social Fund if you need it in an emergency, or to buy things for your new home.

如果你已 有 民身份或其它方式 可留在英国，如果你遇有 急情况或需要 你的新家 物品，你可以申 取得社会基金帮助。

The Social Fund can lend you money interest free or give you a grant. You do not have a right to this money. The Social Security /Jobcentre Plus office decides whether or not to give you this money. It is paid only in emergencies.

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社会基金可无息借 你或 你一笔 助金。你没有 力获得这笔金 。社会保障/就 中心办公室决定是否 你这笔金 。这笔金 只有在 急情况下付 你。

If you were housed by NASS and are moving into a new home you can apply for a Community Care Grant to pay for furniture and other items.

如果你过去住在NASS的房屋，在要搬往新家，你可以申 社区 心 助金来 你的家具和其它物品付款。

To claim a Social Fund loan or Community Care grant, go to the Social Security/Jobcentre Plus office. If you are refused a Social Fund payment you can ask for a review of the decision.

要申 社会基金和社区 心 助金，到社会保障/就 中心办公室。如果你被拒 予社会基金你可以要求复 判决。

The Social Fund can also help people who get certain income related benefits or tax credits.

社会基金还可以帮助那些因福利或减税而得到某些收入的人。

Sure Start Maternity Grants can help with the costs of things for a new baby and do not have to be paid back.

确定 始怀孕 助金可以帮助你支付 新生儿 物品的花 并且不需 还。

Funeral Payments help towards the costs of a funeral. They depend on your circumstances, not those of the person who has died.

葬款可帮助你支付葬所需用，这笔要根据你情况来决定，而不是已去世者的情况。

To apply for a Sure Start Maternity Grant or a Funeral Payment, contact your local Social Security or Jobcentre Plus office.

申请确定始怀孕助或葬款，请联系当地社会保障或就业中心办公室。

Disability and Carer Benefits

残疾和看护者福利

If you have been granted refugee status or another form of leave to remain in the UK, you may claim if:

如果你已有难民身份或其他方式可留在英国，且足下列条件，你可申请：

- You have a severe disability and are under 65 years old and have been in the UK for six months. You can claim Disability Living Allowance (DLA) if as a result of a severe disability you have extra personal care needs or mobility needs.
你有重残疾且65岁以下，在英国已6个月。因重残疾需要外的人照顾或活动需求，你可申请残疾人生活津贴。
- You have a severe disability and are over 65 years old and have been in the UK over six months. You can claim Attendance Allowance (AA) if as a result of a severe disability you have extra personal care needs.
你有重残疾且65岁以上，在英国已6个月。因重残疾需要外的人照顾，你可申请津贴。
- You cannot work or have low earnings because you spend 35 hours a week or more caring for a disabled or elderly person who receives either Disability Living Allowance or Attendance Allowance or Constant Attendance Allowance. You can claim Carer's Allowance.
- 如果你因每周花费35个小时或超过35个小时照料那些领取残疾人生活津贴或津贴或持津贴的残疾人或老人而不能工作或收入很低，你可以申请津贴。

To claim disability benefits, contact your nearest office of the Department for Work and Pensions.

申请残疾人福利，请联系你最近的工作及养老金办公室。

Attendance Allowance

津贴

If you have been granted refugee status or another form of leave to remain in the UK, you may claim Attendance Allowance if you have extra personal care needs because of your severe disability. You must be aged 65 or over and:

如果你已拥有难民身份或其他方式可留在英国，因严重残疾需要额外的人照顾，你可申请津贴。但你必须65或以上且：

- Not living permanently in hospital or living in accommodation provided by or funded by a local authority.

不是永久住在医院或由当地政府提供或资助的住所。

- You must have lived in the UK for six out of the last twelve months, actually be resident in the UK when you claim, and normally live in the UK. Different rules apply if you are terminally ill.

你必须在过去的12个月里有6个月住在英国，当你申请时你实际上是英国居民并且通常住在英国。如果你期有病的将使用不同的。

To claim Attendance Allowance, go to the Department for Work and Pensions.

申请津贴到工作及养老金办公室。

Carers Allowance

看护者津贴

If you have been granted refugee status or another form of leave to remain in the UK, you may claim Carers Allowance if you are aged 16 or more and:

如果你已有难民身份或其他方式可留在英国。你可以申请看护者津贴，如果你已16或以上且：

- You spend at least 35 hours a week caring for a person with a disability who is getting Attendance Allowance or middle or highest rate care component of Disability Living Allowance, or certain rates of Constant Attendance Allowance

<http://languages.homepoint.communitiesscotland.gov.uk>

你每周花 35 小时照顾那些领取津贴或取中等或最高等价格的残疾人津贴或取某些等价格固定津贴的人。

- You are not earning more than per £77.00 per week from 7 April 2003, after allowable expenses

从2003年4月7日起，扣除正当花费后你每周收入不超过77。

- You have been in Great Britain for not less than 26 weeks in the 12 months before the day you make a claim

在你申请前的12个月里，你在英国已有26周的时间。

- You are not in full-time education.

你没有接受全日制教育。

To claim Carers Allowance, go to the Department for Work and Pensions.

申请者请到工作及养老金办公室。

Working Tax Credit

工作税减免

If you have been granted refugee status or another form of leave to remain in the UK, you may claim Working Tax Credit:

如果你已有难民身份或其他方式可留在英国。你可申请工作税减免：

You have a child under 16 years old (19 if at school), work at least 16 hours a week and have less than £8,000 savings.

你有16以下的孩子(或19还在上学)
，每周至少工作16小时且存款低于8000。

This benefit is not claimed through an agency – ask your employer for more information.

这项福利不是通过行政机构申请，请咨询你的雇主。

Disabled Persons Tax Credit is an allowance for people who are working but who are low paid and who have a mental or physical disability.

残疾人减免税是那些有精神或身体残疾并且有工作但低收入者的一种津贴。

If you think you qualify, ask your employer for more information.

如果你认为你有资格得到此津贴，请咨询你的雇主。

Child Tax Credit

儿童减税

If you have been granted refugee status or another form of leave to remain in the UK, you may claim Child Tax Credit if you or your partner are aged 16 or over and:

如果你已拥有难民身份或其他方式可留在英国。如果你和你的伴侣已16岁或以上且满足以下条件，可申领儿童减税：

- You are responsible for at least one child aged under 16 or a qualifying young person up to the age of 19 who is in full-time education

你至少有一个16岁以下的孩子或一个19岁以下正在接受全日制教育的孩子需要照顾。

- You are responsible for a child aged under 18 who finished full time education in the last 20 weeks and who has registered with the Careers service

你有一个在过去20周内完成全日制教育的18岁以下的孩子，并且已在就业中心登记过。

- You have gross income less than £50,000 a year.

你每年的毛收入低于50,000英镑。

Ring the tax credit helpline on 0845 300 3900 or visit the Inland Revenue website for further information on Child Tax Credit. The helpline can send you an application pack and guidance notes on how to complete the form.

拨打0845 300 3900或访问国税局网站获取更多有关儿童税减免的信息。服务热线会寄给你申请表及如何填表的指南。

Income-Based Job Seeker's Allowance

收入根基的求职者津贴

Job Seeker's Allowance (JSA) is a benefit for unemployed people who are capable of work and actively seeking full-time employment.

<http://languages.homepoint.communitiesscotland.gov.uk>

求职者津贴是给予那些有能力工作且正在积极找全时的失业者的福利。

Entitlement to Income-Based JSA depends on a person's income and capital (savings or property). The income and capital rules are the same as for Income Support, except for the treatment of part-time earnings.

是否有利息收入根基的求职者津贴依申请人的收入和资产（存款和地）而定。收入和资产的除了对兼收收入的处理不同外和收入助的一样。

You can claim Job Seeker's Allowance if:

你如果满足下列条件可求职者津贴：

- You are unemployed and aged 18 years old and you are capable of work
你已年 18 且有能工作但没有工作
- You are actively seeking full-time work
你正在积极找全工作
- You are in work for which you receive no wages. Some part-time workers may also be able to claim Job Seeker's Allowance (depending on how many hours you work).
你目前的工作没有工。某些兼收者也可求职者津贴（依你的工作时数而定）。

To claim this benefit or find out more information, go to your nearest Jobcentre Plus office.

如想申请这福利或查明更多信息，到你最近的就业中心办公室。

HOUSING TRANSITION

住宅 迁

Moving from NASS accommodation

搬离NASS住所

When you move from being an asylum seeker to having refugee status or another form of leave to remain in the UK you then have the same housing rights as anyone else living in Scotland. You will then have to move out of NASS accommodation within 28 days. When you move, you will either have to pay rent or claim housing benefit. Ask your local authority to advise you about this.

当你由 求避 者 成具有 民身份或已 允 你留在英国，你就与其它住在 格 的人一样具有住房 力。你必需在28天之内搬离NASS所提共的住所。当你搬离时，你必需要付房租或要求住房福利津 。

向当地管理机构咨 有 事宜。

If you have been staying with friends or relatives and want to continue to stay there you may do so, but you should check with an advice agency how this might affect your benefit rights. If you want to find other accommodation you are advised to get help in doing this before you leave.

如果你一直和你的朋友或亲戚住并且想 住在那里，你可以那样作，但是你 先向有 机构查 这样作对你的福利 益会有何影响。如果你想 找其它住所，建 你在搬离前 求帮助。

Under the Immigration and Asylum Act 1999, asylum seekers are dispersed to live in towns across Britain. When you are given status, you might want to move to another part of Britain. If you want to move to another part of the country, get advice before you go. It will affect your future choices. If you want to move to join family members, check how this may affect your benefit rights. There is a real shortage of housing throughout the UK, especially in London, and it is not advisable to travel to any area without having somewhere to stay already arranged.

根据移民及庇护法案1999，寻求庇护者被分散到英国的各个城市。当你被授予身份，你可以搬到英国其他地方居住。如果你想搬往这个国家的其他地方，在离开前咨询有事宜。这将会影响你以后的选择。如果你想与家庭成员团聚，核实这是否会影响到你的福利。目前整个英国住房严重短缺，尤其在伦敦地区，所以在没有先安排好住所时就前往其它任何地方都是不明智的。

Social Sector Housing

社会部门住房

You can apply to your local authority and to registered social landlords (RSLs) such as a housing association to live in social sector housing. Under housing law Local Authorities or registered social landlords use different systems to give priority to applicants on the housing register.

你可以向当地管理机构和注册社会房屋主管部门如住房协会申请住在社会部门住房。根据住房法案当地管理机构和注册社会房屋主管部门使用不同的方法给予申请者房屋登记的优先权。

Local authorities and RSLs are required by law to publish the rules governing the allocation of their housing. A complete set of rules must be made available at the council offices and a free summary is available to members of the public who request it. The rules will cover how they give priority to applicants on the housing register.

法律要求当地管理机构和注册社会房屋主管部门公布他们管理房屋分配的规则。议会办公室有一套完整的规则可以向她索取，有需要的民众可以索取一份免费的摘要。这些规则中包含如何给予申请者住房登记的优先权。

You can get more information on social sector housing from your local housing department, Citizens Advice Bureau or advice agency.

你能够从当地住房部门，市民咨询处或其它咨询机构得到更多有关社会部门住房的信息。

<http://languages.homepoint.communitiesscotland.gov.uk>



You may get help with housing costs through the housing benefit scheme, if you are on a low income, or if you are receiving income support or income-based Job Seekers Allowance.

如果你是低收入者，或正在接受收入援助或找工作者津贴，你可以通过住房福利方案得到住房费用帮助。

If you are in urgent need of help with accommodation and risk being homeless, contact the Local Authority Housing Department. Local authorities must assist people who are homeless or likely to become homeless within the next 2 months. Citizens Advice Bureau or voluntary housing agencies may also be able to provide you with information.

**Shelter National Helpline:
0808 800 4444 Open 24 hours a day, 7 days a week**

如果你面临无家可归的危险而迫切需要住房帮助，请联系当地住房管理机构。当地管理机构必须帮助无家可归者或在未来两个月内可能无家可归的人。市民咨询处或志愿房屋机构也能提供你有关信息。

国家庇护所帮助热线：
0808 800 4444 服务时间：一天24小时，一星期7天。

Shelter is the national campaigning charity for homeless and badly housed people, providing housing advice through its Housing Aid Centres and Shelterline, a national 24-hour freephone help line (0808 800 4444).

庇护所是全国性慈善活动，为无家可归者和住在恶劣住房环境的人通过住房协助中心和庇护所，一个全国24小时免费帮助热线(0808 800 4444)来提供住房建设服务。

They also run numerous projects to support homeless and badly housed people, including the Families Project helping homeless families settle back into the community.

他们还进行一些项目以帮助无家可归者和住在恶劣住房环境的人，包括家庭安置项目帮助无家可归的家庭在社区里居住。