



**Falkirk Council – Education Services
Education Maintenance Allowance
DWP Contact Details**

Please do **not** send the whole application form; part C (Certificate of Benefits Received) is perforated and should be removed from the main application before posting. Where there is entitlement to more than one of the above benefits, for example Income Support and Disability Living Allowance, it may be sufficient to send the EMA form only to Aberdeen BDC who should be able to verify details of DLA as well as IS, particularly in instances where payment of both benefits is combined. However, in some circumstances you may have to contact more than one department. Please include a covering letter detailing all benefits paid to ensure information is given correctly first time and prevent further delay to your EMA assessment.

The certificate will be returned to you direct; unless approaching a deadline please retain your application and resubmit once all outstanding information is received.

Income Support/Incapacity Benefit/Jobseekers Allowance

Jobcentre Plus

Aberdeen BDC

Wellington Circle

Aberdeen

AB99 8AA

Telephone No 0845 608 8749

Bereavement Benefit

Arbroath BDC

Cultins Road

Edinburgh

EH91 5AA

Telephone No 0845 608 8602

Retirement Pension/Pension Credit

The Pensions Service

PO Box 3

Edinburgh

EH91 5AF

Telephone No 0845 6060265

DLA

DLA Unit

Warbreck House

Warbreck Hill Road

Blackpool

FY2 OUZ

Telephone No 0845 7123456

Carers Allowance

Carers Allowance Unit

Palatine House

Lancaster Road

Preston

PR1 1HB

Telephone No 01253 856123

Other Contacts

DWP Falkirk (General) 01324 505000

DWP Falkirk (Appointment line) 01324 505089

DWP Stirling 01786 432600

Inland Revenue 08450 703703

Tax Credit Helpline 0845 3003909

Information correct as at July 2009. Details updated as and when received from DWP. If in doubt, please contact DWP direct before posting. Falkirk Council can accept no liability for incorrect or out of date information and/or any loss of payments as a result of late submission of EMA application. Please check deadline dates for application and submit incomplete if necessary. Please refer to application form or contact Finance and Resources Team for further information.

