



Making a claim to the HWUCU Hardship Fund

If you have participated in industrial action called by UCU, and Heriot-Watt University has docked pay from you as a result, you may be entitled to apply to the HWUCU local Hardship Fund for assistance. *(Please refer to the Hardship Fund guidance notes for details)*

To apply to the local Hardship Fund, please complete the form below. You will also need to supply copies of your pay slip(s) evidencing the loss of pay.

Payments will be made by cheque and collection will be by arrangement with the HWUCU Branch administrator's office.

Forename(s)	<input type="text"/>
Surname	<input type="text"/>
Phone Number	<input type="text"/>
Email Address	<input type="text"/>
Membership Number	<input type="text"/>
School or Service Area	<input type="text"/>

My contract is:	Permanent	<input type="checkbox"/>	
	Fixed term	<input type="checkbox"/>	End date <input type="text"/>
	Zero hours	<input type="checkbox"/>	End date <input type="text"/>
	Other	<input type="checkbox"/>	End date <input type="text"/>

I work:	Full time	<input type="checkbox"/>	
	Part time	<input type="checkbox"/>	Full time equivalent <input style="width: 50px;" type="text" value="%"/>
	Other	<input type="checkbox"/>	Full time equivalent <input style="width: 50px;" type="text" value="%"/>

Salary

I am claiming for days Claim amount

I participated in industrial action on the following dates

Are there any special circumstances concerning your hardship that you would like us to take into account?

(e.g. are you the sole earner in your household? Are there urgent outgoings which you may be unable to meet? How many children or other dependents are relying on you?)

Declarations

- I confirm that I took industrial action on the days specified and that the information in this form is correct.

- I confirm that the total monies that I have claimed from the HWUCU Hardship Fund and the national Fighting Fund does not exceed the amount of pay docked by Heriot-Watt University for participating in this dispute.

- I confirm that I am eligible for support from the HWUCU Hardship Fund in accordance with conditions set out in the HWUCU Hardship Fund guidance notes.

Signed..... Date.....

Please return the completed form, along with evidence of loss of earnings (i.e. copy of pay slip(s) or equivalent), to ucu@hw.ac.uk or the address below.

HWUCU Branch Administrator's office
Gardener's Cottage, Heriot Watt University, Edinburgh, EH14 4AS
Email: ucu@hw.ac.uk Telephone: 0131 451 3014