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Hampshire Home Choice



This is the housing application form for the Hampshire Home Choice scheme. The scheme is a partnership between East Hampshire, Havant and Winchester Councils which covers the letting of all social housing in the three areas.

This application should be completed by:-

Customers with a housing need for example renting privately, sharing with family or friends, living in temporary accommodation, or applying for housing for the first time.

Social Housing tenants who have a housing need, for example a Housing Association tenant or Winchester City Council secure tenant who wishes to move because of overcrowding or to move to a smaller home.

**Please read the guidance notes below carefully before completing this application.
If you need help to complete this form please contact your local Council:**

East Hampshire District Council

Penns Place, Petersfield, Hampshire GU31 4EX

T: 01730 234345 / 234377 / 234378 / 234394 / 234397

Havant Borough Council

Civic Offices, Havant, Hampshire PO9 2AX **T: 02392 446 507**

Winchester City Council

City Offices, Colebrook Street, Winchester, Hampshire SO23 9LJ **T: 01962 840 222**

This application will not be processed without the supporting documents being provided. Please ensure that you provide us with copies of supporting documents.

Please confirm which type of application you are making: *please tick one box only*

- New Housing Application
- Social Housing Tenant Transfer Application
- Change of Circumstances – Existing Application – Please provide your current application number

Hampshire Home Choice

Housing Application Guidance Notes

All the information you give us will be included on the Housing Register. This information may be shared with Housing Associations, other Social Housing Landlords and agencies working on your behalf who could help to provide you with accommodation. We may also take references from landlords. You have the right to see information kept on file about your application.

The Hampshire Home Choice Allocations Framework is published and can be viewed on the website at www.hampshirehomechoice.org.uk. Under the Allocations Framework all applications for housing are assessed and placed in one of five bands – depending on housing need and also taking into account local connection. Priority within each band is decided first by multiple housing need and then by priority date. For more details please refer to the Allocations Framework.

Please note that the demand for housing is far higher than the supply.

Choice for customers

With the Hampshire Home Choice scheme you have to bid for properties you are interested in. You can make your bids through the Hampshire Home Choice website or by telephone. We will send you further information about how to use the scheme once your application has been assessed. You can also visit the Hampshire Home Choice website for further advice or contact your local Council.

Customer Applications

Any person over the age of 16 is eligible to apply for housing, however, there are some exceptions. The main exceptions to this are people who may be subject to immigration control and do not have refugee status or exceptional leave to remain in the UK. Please also note that customers are unable to be considered for a tenancy with some landlords until they have reached the age of 18 years. Social Housing tenants who have a housing need, may also apply to the Housing Register.

Exclusions

East Hampshire District Council, Havant Borough Council and Winchester City Council reserve the right to place customers in a lower band where their tenancy has previously ended due to rent arrears or anti-social behaviour, such as noise nuisance, domestic violence, racial harassment, intimidation or drug dealing. In addition, any customers who owe rent or who are in breach of any other aspect of their Social Housing tenancy agreement may also be placed in a lower band. Cases of financial hardship and clear evidence that a payment plan has been drawn up and adhered to over a sustained period will be taken into account in any decision to waive outstanding tenancy debt.

Completing the housing application

- Please complete the form in black ink using capital letters.
- Where a yes or no answer is required please put a tick in the appropriate box.

- Please read the questions carefully and answer all the questions that apply to you. If you do not fill in the form properly or do not give us all the information we need this will delay your application.
- If you need more space for an answer please use the space provided on the page at the end of the form or attach further sheets of paper as necessary.
- Once your application has been placed on the Housing Register we will write to you to give you a registration number and the other details that you will need to start bidding for properties. Please keep the letter you receive in a safe place.
- Please keep us informed of any change in your circumstances such as a change of address, or additions to your household as this may affect the status of the application. We will write to you to see if you wish to remain on the Register. Failure to respond may result in the cancellation of your application.

Verification of the Housing Register application

All Housing Register applications are subject to verification. This may include Council Officers visiting you at home and the checking of identification and other relevant documents that you have provided. The following section explains the documents you will be expected to provide in order for your Housing Register application to be processed. **Please do not send originals through the post.** We can photocopy your documents for you if necessary. The following checklist indicates some of the documents which you may be requested to provide:

- Proof of identity/eligibility: Passport, Driver's License or other form of ID
- Proof of pregnancy: health records
- Proof of household members: Birth Certificates, Child Benefit or Tax Credit Awards
- Proof of accommodation: Tenancy Agreement, letter from landlord, friend or relative confirming residence, utility bills

You may be asked to provide other information in addition to the above, for example, proof of local connection, financial circumstances, proof of employment, court papers and/or residency orders.

Declaration

Please read the declaration at the end of this form carefully and then sign it. If it is a joint application both applicants will need to sign. The application should then be returned to the Housing Service of the Local Authority to which you wish to apply. Please ensure that you have included copies of all the relevant supporting information for which we have asked.

1. ELIGIBILITY FOR THE SCHEME

Any person over the age of 16 years is eligible to apply for housing in the East Hampshire District Council, Havant Borough Council and Winchester City Council areas.

Some people who may be subject to immigration control and do not have refugee status, exceptional or indefinite leave to remain in the UK are not eligible for housing. In order to establish whether we are able to assist you please answer the following questions. Further details may be required.

If you are moving from abroad do you have a permanent right to remain?

Applicant 1 Yes No

Applicant 2 Yes No

If yes please confirm your status by ticking the relevant box

Eligibility from abroad	Applicant 1	Applicant 2
EEA citizen	<input type="checkbox"/>	<input type="checkbox"/>
accession national registered worker	<input type="checkbox"/>	<input type="checkbox"/>
self employed or provider of services	<input type="checkbox"/>	<input type="checkbox"/>
recipient of services	<input type="checkbox"/>	<input type="checkbox"/>
indefinite leave to remain	<input type="checkbox"/>	<input type="checkbox"/>
granted refugee status with limited leave only	<input type="checkbox"/>	<input type="checkbox"/>
exceptional leave to remain	<input type="checkbox"/>	<input type="checkbox"/>
humanitarian protection	<input type="checkbox"/>	<input type="checkbox"/>
discretionary leave to remain	<input type="checkbox"/>	<input type="checkbox"/>
UK national	<input type="checkbox"/>	<input type="checkbox"/>
other	<input type="checkbox"/>	<input type="checkbox"/>
<i>please state</i>	<input type="text"/>	<input type="text"/>

2. YOUR HOUSEHOLD DETAILS

Please add your details as the **first applicant**, your spouse or partner as the **second applicant** and anyone else you wish to have living with you as part of your household including dependant children.

Please give the details of everyone in your household who will be housed with you. Please also include the names of people who do not currently live in your home but who you would like to be housed with you. Please note that this does not mean that we can automatically accept the applicants you name. Please give the reason why you would like these applicants to be housed with you and why they are not living with you now.

Full name	Title	Forename	Surname	Date of Birth	Gender M/F
Applicant 1					
Applicant 2					
Other 1					
Other 2					
Other 3					
Other 4					

Relationship to the main applicant

Applicant 1	<i>Applicant</i>
Applicant 2	
Other 1	
Other 2	
Other 3	
Other 4	

Have you or anyone in your household been known by any other name? *Please state.*

National Insurance number

Does anyone have a disability? Y/N

Applicant 1		Applicant 1	
Applicant 2		Applicant 2	
Other 1		Other 1	
Other 2		Other 2	
Other 3		Other 3	
Other 4		Other 4	

Please indicate your preferred language

Do you require an interpreter? Yes No

Is anyone in your household pregnant? Yes No

Name

Due date Please provide appropriate documentary evidence

Are any persons to be housed not currently living with the main applicant?

Yes No

If yes, please provide the reasons for the separation

Details of your current home

Please provide as many details about your current home as possible.

Date moved into current address

Reasons for making a housing application

Contact Address

If you wish us to write to you at a different address to your current address please complete the section below

What type of address is this?

home work solicitors parents power of attorney other

Home telephone Work telephone

Mobile telephone Email

Please tell us of any particular needs you have which affects how you are able to use or be involved in our services or how you would like to receive information:

Preferred method of contact Please indicate your preferences by numbering 1,2,3

post telephone in person (home visit) personal representative or carer

by email other *please specify*

Do you have any specific contact needs? Please tick

Sign language Braille Audio Large Print Easy read Translation

3 EQUAL OPPORTUNITIES

East Hampshire District Council, Havant Borough Council and Winchester City Council have policies to ensure that everyone who applies for housing is provided with a fair and equitable service. To provide a housing service that is accessible to all applicants, the service must be monitored to ensure it is transparent and fair. By giving the following information you will help us to make sure that these policies are working properly. It is important that you complete this section but we realise that some people may be unwilling to give details of their religion or sexuality – therefore these sections are optional.

All lettings to Council and Housing Association accommodation from the East Hampshire District Council, Havant Borough Council and Winchester City Council's Housing Registers will be made according to housing need, regardless of ethnic origin, marital status, race, gender or sexuality.

Nationality (*Choose from: Bulgaria, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Non-EEA national, Other, Other EEA national, Poland, Romania, Slovakia, Slovenia, Any other country (please state), UK National*)

Applicant 1	
Applicant 2	
Other 1	
Other 2	
Other 3	
Other 4	

Ethnic Origin (Choose from: White, British / Irish / Any other White background, Mixed parentage or heritage, White and Black Caribbean / White and Black African / White and Black Asian / Any other mixed background, Asian or Asian British, Indian, Pakistani, Bangladeshi, Any other Asian background, Black or Black British, Caribbean / African / Any other Black background, Chinese, Other ethnic group, Romany Gypsy, Irish Gypsy or traveller, Other Traveller, Any other ethnic group (please state))

Religion (Choose from: Buddhist, Christian, Hindu, Jewish, Muslim, Sikh, Other, Prefer not to say)

Sexual Orientation (Choose from: Bisexual, Gay, Heterosexual, Lesbian, Transgender, Other, Prefer not to say)

	Ethnic Origin	Religion	Sexual Orientation
Applicant 1			
Applicant 2			
Other 1			
Other 2			
Other 3			
Other 4			

4. MORE DETAILS ABOUT YOUR CURRENT HOME

Please indicate the type of accommodation you currently occupy

- Bedsit/Studio
 Bungalow
 Caravan/mobile home
 Rooms in a house/flat
 Flat
 Hospital
 Hostel
 House
 Maisonette
 Other
 Prison
 Sleeping rough/no fixed abode

Please indicate the type of tenure you have

- Council introductory tenant
 Council secure tenant
 Housing Association assured tenant
 Housing Association starter tenant
 Hostel/non secure tenant
 Housing Association assured shorthold tenancy
 Living with family or friends
 Lodger
 MOD Service accommodation
 Mobile home tenant
 No Fixed Abode
 Owner Occupier
 Supported housing tenant
 Private Tenant (assured shorthold tenancy)

Tied service accommodation Other *please specify*

Are you currently housed in accommodation arranged by East Hampshire District Council, Havant Borough Council and Winchester City Council as part of their homelessness duties?

Yes No

Owner occupation

Do you or anyone in your household own a property or have previously owned a property?

Yes No

Please provide full details including for example an estate agent's valuation of your property the amount of mortgage outstanding and your savings.

Armed Forces Personnel

Are you required to leave MOD service accommodation? Yes No

If yes, please complete the section below.

Date that you joined the Armed Forces

Date that you need to leave the accommodation

Tied Tenants

Are you required to leave your tied accommodation? Yes No

Date you need to leave your accommodation

Please explain why you have to leave

Please provide the details of your landlord

Landlord name

Address

Contact telephone number

Rent (please indicate weekly/monthly)

Accommodation details

Do you have use of the following facilities in your home?

If yes, do you share the facility with anyone else not included in your household? Please provide details of who they are and their relationship to you

Facilities available

Shared

Living room	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Bedroom 1	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Bedroom 2	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Bedroom 3	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Bedroom 4	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Other room	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Inside wc	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Outside wc	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Bath/shower	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Hot water	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>
Kitchen	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<input type="text"/>

Pets

Do you have any pets? Yes No

If yes please provide details *Some landlords have specific policies relating to pets and these will be explained in the property advert.*

Repairs

Is your home in a poor state of repair? Yes No

If yes, please put more details in the box below.

Is your landlord aware of these problems? Yes No

Has the Council's Private Sector Housing / Environmental Health Service been informed?

Yes No

5. WHERE YOU HAVE PREVIOUSLY LIVED

Please give details of the addresses at which you and your partner have lived during the past five years. List the address you lived in prior to your current home and all other addresses.

APPLICANT 1.

Address	Date from	Date to	Please state tenure	Reason for leaving

APPLICANT 2. (Only complete the section below if different from applicant 1)

Address	Date from	Date to	Please state tenure	Reason for leaving

Housing History details

Have you or anyone in your household ever had action taken against you for breach of tenancy such as a Notice of Seeking Possession or Notice to Quit?

Yes No

Please provide details

Do you have any outstanding rent arrears on either your current, or a previous tenancy?

Yes No

If yes, please state the amount of arrears and address of property concerned.

Have you or anyone in your household been convicted of an offence related to anti-social behaviour or bound by a Court Order which affects your housing?

Yes No

If yes, please provide details.

Have you or anyone in your household had any other action taken against you as a result of a conviction, an injunction or any other Court Order which has restricts where you are allowed to live?

Yes No

If yes, please provide details.

Employment and Income

Please answer the following questions about your employment and income. Full time is considered to be 30 hours or more.

Are you employed? Y/N

If yes, is your employment full time/part time/self employed?

Applicant 1		Applicant 1	
Applicant 2		Applicant 2	

What is your annual salary?

What is your job title?

Applicant 1		Applicant 1	
Applicant 2		Applicant 2	

What is the name of your employer?

What was your employment start date?

Applicant 1		Applicant 1	
Applicant 2		Applicant 2	

What is the address of your employer?

Applicant 1	
Applicant 2	

Do you have any savings? Y/N

If yes, how much?

Applicant 1		
Applicant 2		

If you are not employed please explain your status eg, in training, a job seeker, retired, not seeking work, a student, unable to work (sick or disabled), child under 16, or other.

Applicant 1	
Applicant 2	
Other 1	
Other 2	
Other 3	
Other 4	

BENEFITS / TAX CREDITS

Do you receive State Benefits or Tax Credits? Yes No

If yes, please state which Benefits/Tax Credits you receive every week.

- Child Benefit DLA Job seekers allowance Income support
 Tax Credits State retirement pension Other

Please state your weekly household income from the Benefits/Credits.

6. HOUSING AND SUPPORT

Do you or anyone in your household need support for any of the following reasons?

Yes No

If yes please tick the list below – you can tick more than one box or provide details in the text box.

- Drug and or alcohol misuse Domestic violence and abuse HIV/AIDS
 Learning disabilities Mental health problems Sensory disabilities
 Physical disabilities Old age
 Young person or care leaver Other *please state*

Do you or anyone in your household receive any of the following support?

Yes No

If yes, please tick the list below – you can tick more than one box or provide details in the text box

- Advocate Community Psychiatric Nurse - CPN
 Health Visitor Occupational Therapist - OT
 Probation Officer Social worker or care manager
 Support, key or resettlement worker Special Needs Housing Officer
 Other *please state*

If yes, please provide the name, address of the person or organisation providing the support you receive.

HOUSING FOR OLDER PEOPLE

Do you think you might like to live in Sheltered Accommodation? Yes No

Have you had an assessment for Sheltered Accommodation? Yes No

Have you had an assessment for Extra Care Accommodation? Yes No

Giving support

Do you or anyone in your household need to give support to someone else?

Yes No

If yes, please provide supporting information including the name, address and relationship to the person who receives your support and the reason you need to support them.

Accessibility

Do you or anyone in your household have any mobility or sensory requirements?

Yes No

Please tell us if your property has any adaptations for the disabled.

Do you have a requirement for an adapted property?

Yes No

If yes, please explain the type of property that you require or tick a box in the table below

Ground floor toilet Ground floor accommodation

Level access Level access shower Stairlift

Wheelchair accessible accommodation Other, please specify

Do you think that you would be able to stay in your own home if you had an adaption or received housing support or community alarm services?

Yes No

If yes, please give details of the sort of adaptation/support you think you would need.

7. HEALTH

Is your current accommodation affecting your health or the health of anyone in your household? *Your household only consists of family members included on your application.*

Yes No

Have you already completed a Health and Welfare form?

Yes No

If no, we will send you a Health and Welfare form which you will need to complete and return. The information you give on this form will help the Council to assess your need for housing. There is no need to contact your doctor; the Council will do this if necessary. You will need to complete a separate health and welfare form for each person in your household whose health is affected by your accommodation.

Disability

The following questions ask you for some further details regarding disabilities. The information provided will help us better understand your needs. *Please tick the category which applies to you.*

Do you or anyone in your household, have a long standing physical or mental health condition or disability? *(By long standing we mean anything that has lasted at least 12 months or that is likely to last at least 12 months).*

Yes No

Does the condition or disability have a substantial adverse affect on your/their ability to carry out normal day to day activities?

Yes No

Do you or any member of your household have a physical disability such as using a wheelchair to get around and/or difficulty using your/their arms?

Yes No

Do you have a sensory disability such as being blind or having a serious visual impairment, being deaf or having a hearing or speech impairment?

Yes No

Do you have a mental Health condition such as depression or schizophrenia?

Yes No

Do you have a learning disability such as downs syndrome, dyslexia or a cognitive impairment such as autism or a head injury?

Yes No

Do you have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease or epilepsy?

Yes No

8. HOUSING OPTIONS

If you are likely to become homeless, please help us to ensure that you receive the correct help and advice as soon as possible by answering the following:

Are you threatened with homelessness or of no fixed abode?

Yes No

Have you received a notice to quit or been asked to leave your present home?

Yes No Date

Is there a Court Order for possession of your home?

Yes No Date

Have you made contact with your Housing Service?

Yes No

Once you are registered you will be able to bid for properties in which you are interested. However there may be other options which could help you. Please tell us if you are interested in receiving details for any of the following:

Shared ownership or part rent/part buy scheme Yes No

Private rented accommodation Yes No

9 WHERE YOU WOULD LIKE TO LIVE

Under Hampshire Home Choice vacancies will be advertised and you will be able to choose for which properties you want to be considered. However, it is important that you tell us in which areas you would like to live. Please indicate in which Council areas you wish to live:

East Hampshire District Council

Havant Borough Council

Winchester City Council

Please explain your local connection with any of the three Councils

Residence in any of the three Council areas

Employment in any of the three Council areas.
Please provide appropriate documentary evidence

Close family in any of the three Council areas. *Please state below*

Any other reason for a local connection. *Please state below*

No local connection

Villages in the three districts

If you wish to live in some of the villages in the East Hampshire, Havant and Winchester City Council areas you may need to have a specific local connection with that village. Each of the housing developments where this policy applies has a slightly different local connection requirement. Local connection can be described by residence, employment or strong family connections. The details relating to the specific local connection policy will be clearly stated on the property advert. Once a property is advertised and you think you have a connection with that village you can always seek further advice from your Local Authority's Housing Service.

Name the village / villages where you think you have one or more specific local connections

What is your specific local connection with the village / villages?

Please give details/addresses to support this

How long have you had the connection with the village / villages?

Please indicate all the locations in which you would like to live by ticking the boxes

East Hampshire

- | | | | |
|--|--------------------------------------|--|---|
| <input type="checkbox"/> Alton | <input type="checkbox"/> East Tisted | <input type="checkbox"/> Langrish | <input type="checkbox"/> Selborne |
| <input type="checkbox"/> Beech | <input type="checkbox"/> Farringdon | <input type="checkbox"/> Lasham | <input type="checkbox"/> Shalden |
| <input type="checkbox"/> Bentley | <input type="checkbox"/> Four Marks | <input type="checkbox"/> Lindford | <input type="checkbox"/> Steep |
| <input type="checkbox"/> Bentworth | <input type="checkbox"/> Froxfield | <input type="checkbox"/> Liss | <input type="checkbox"/> Stroud |
| <input type="checkbox"/> Binsted | <input type="checkbox"/> Froyle | <input type="checkbox"/> Medstead | <input type="checkbox"/> West Tisted |
| <input type="checkbox"/> Bramshott/Liphook | <input type="checkbox"/> Grayshott | <input type="checkbox"/> Newton Valence | <input type="checkbox"/> Whitehill/Bordon |
| <input type="checkbox"/> Buriton | <input type="checkbox"/> Greatham | <input type="checkbox"/> Passfield | <input type="checkbox"/> Wield |
| <input type="checkbox"/> Chawton | <input type="checkbox"/> Hawkley | <input type="checkbox"/> Petersfield | <input type="checkbox"/> Worldham |
| <input type="checkbox"/> Clanfield | <input type="checkbox"/> Horndean | <input type="checkbox"/> Ropley | |
| <input type="checkbox"/> East Meon | <input type="checkbox"/> Kingsley | <input type="checkbox"/> Rowlands Castle | |

Havant

Please indicate all the locations in which you would like to live by ticking the boxes.

- Havant (*including Bedhampton and Denvilles*)
- Leigh Park (*including West Leigh and Warren Park*)
- Emsworth
- Waterlooville (*including Crookhorn, Purbrook, Cowplain and Wecock*)
- Hayling Island

Winchester

Please indicate all the locations in which you would like to live by ticking the boxes. (*Continued overleaf*)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Abbots Worthy | <input type="checkbox"/> Chilcomb | <input type="checkbox"/> Easton | <input type="checkbox"/> Itchen Valley |
| <input type="checkbox"/> Abbots Barton | <input type="checkbox"/> Colden Common | <input type="checkbox"/> Exton | <input type="checkbox"/> Kilmeston |
| <input type="checkbox"/> Badger Farm | <input type="checkbox"/> Compton/Shawford | <input type="checkbox"/> Hambledon | <input type="checkbox"/> Kings Worthy |
| <input type="checkbox"/> Beauworth | <input type="checkbox"/> Corhampton | <input type="checkbox"/> Harestock | <input type="checkbox"/> Knowle |
| <input type="checkbox"/> Bighton | <input type="checkbox"/> Crawley | <input type="checkbox"/> Headbourne Worthy | <input type="checkbox"/> Littleton |
| <input type="checkbox"/> Bishops Sutton | <input type="checkbox"/> Curdrige | <input type="checkbox"/> Highcliffe | <input type="checkbox"/> Martyr Worthy |
| <input type="checkbox"/> Bishops Waltham | <input type="checkbox"/> Denmead | <input type="checkbox"/> Hinton Ampner | <input type="checkbox"/> Meonstoke |
| <input type="checkbox"/> Boarhunt | <input type="checkbox"/> Droxford | <input type="checkbox"/> Hursley | <input type="checkbox"/> Micheldever |
| <input type="checkbox"/> Bramdean | <input type="checkbox"/> Durley | <input type="checkbox"/> Itchen Abbas | <input type="checkbox"/> New Alresford |
| <input type="checkbox"/> Cheriton | <input type="checkbox"/> East Stratton | <input type="checkbox"/> Itchen Stoke | <input type="checkbox"/> Newlands Common |

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Northington | <input type="checkbox"/> Soberton | <input type="checkbox"/> Twyford | <input type="checkbox"/> Widley |
| <input type="checkbox"/> Old Alresford | <input type="checkbox"/> South Wonston | <input type="checkbox"/> Upham | <input type="checkbox"/> Winchester
City Centre |
| <input type="checkbox"/> Olivers Battery | <input type="checkbox"/> Southwick | <input type="checkbox"/> Waltham Chase | <input type="checkbox"/> Winnall |
| <input type="checkbox"/> Otterbourne | <input type="checkbox"/> Sparsholt | <input type="checkbox"/> Warnford | <input type="checkbox"/> Wonston
(including
Sutton Scotney) |
| <input type="checkbox"/> Ovington | <input type="checkbox"/> Stanmore | <input type="checkbox"/> Weeke | |
| <input type="checkbox"/> Owslebury | <input type="checkbox"/> Swanmore | <input type="checkbox"/> West Meon | |
| <input type="checkbox"/> Shedfield | <input type="checkbox"/> Teg Down | <input type="checkbox"/> Whiteley | |
| <input type="checkbox"/> Shirrell Heath | <input type="checkbox"/> Tichborne | <input type="checkbox"/> Wickham | |

Further information

If you wish to add any further information to support your application, please use the space below.

Disclosure

Are you or anyone in your household related to a Council employee or councillor, or an employee or committee member of any housing association working in the East Hampshire District Council, Havant Borough Council and Winchester City Council areas?

Yes No

If yes, please state their name and their relationship to you.

Once your application has been assessed we will write to you to tell you in which priority band you have been placed, your registration date and your Hampshire Home Choice registration number. We will also send you a scheme user guide giving you detailed instructions about the scheme and how it works. You must keep us informed of any changes to your household, medical condition or housing situation. This is very important as it could result in a change of your band or your eligibility for certain homes.

Data Protection Act 1998: Consent to share information

We may seek information about you from various third parties in order to assess your housing needs. The information you give us may be:

- Used by Hampshire Home Choice to confirm and verify issues raised in your application and to assess your housing needs.
- Used for statistical purpose relating to housing needs in the Hampshire Home Choice area
- Shared with other housing providers - for example when nominating you for an offer of accommodation.
- Disclosed, if appropriate, for the purpose of preventing or detecting fraud.
- Shared with other council departments for health and safety purposes.

This information will not normally be used for other purposes. Hampshire Home Choice will share information with other agencies on a strictly 'need to know' basis. Your personal data will otherwise be treated as strictly confidential provided you have not tried to mislead Hampshire Home Choice, or withheld information.

Please note that when there is a clear overriding public interest we reserve the right to share certain types of information with third parties such as housing providers, even if you have not given explicit consent; for example, where there are risks to the immediate health and safety of an individual, staff or the public.

False or misleading statements

I understand that my application may be cancelled if I give false or misleading information, or if I withhold information. If I am granted a tenancy because I have given false or misleading information, or because of information I have not given, I understand that my tenancy may be terminated and I may have to pay a fine of up to £5,000 as currently stipulated in the Housing Act 1996.

I agree that the details given on this form can be used in connection with any homelessness application I may make under Part VII of the Housing Act 1996. I understand that if I make a false statement, withhold information or fail to tell you if my circumstances change, it is an offence and I may be subject to a fine of up to £5,000 under Housing Act 1996.

Declaration – Please read and sign the declaration below:

I hereby authorise you to use my information as set out above and give consent for third parties to disclose information to East Hampshire, Havant or Winchester City Council Housing Departments for these purposes, as applicable. I agree that this authorisation may be photocopied and that copies may be used to obtain the required information.

The details I have given on this form are true and correct. I will inform Hampshire Home Choice if any of these details change. I understand that any changes may alter my entitlement to housing.

Signature of Applicant 1

Date

Signature of Applicant 2

Date

If this form has been completed by anyone other than the main applicant, please give details below.

Completed by

Signed

Relationship to main applicant

Thank you for completing this application form.

Please return to:

East Hampshire District Council

Penns Place, Petersfield, Hampshire GU31 4EX

T: 01730 234345 / 234377 / 234378 / 234394 / 234397

Havant Borough Council

Civic Offices, Havant, Hampshire PO9 2AX **T: 02392 446 637**

Winchester City Council

City Offices, Colebrook Street, Winchester, Hampshire SO23 9LJ **T: 01962 840 222**