

## SECTION 7: DECLARATION

IMPORTANT INFORMATION: PLEASE READ CAREFULLY BEFORE SIGNING.

We will only process your personal data for the purpose of housing allocation and will hold your information in accordance with the Data Protection Act 1998.

We must protect the funds we handle and so we may use the information you have provided on this form to prevent and detect fraud. We may also share this information, for the same purposes, with other organisations.

It is a criminal offence to knowingly make a false declaration in connection your application. If you deliberately provide false information you may be prosecuted.

If your circumstances change after you submit your application, you must inform us.

Signed

1. \_\_\_\_\_

2. \_\_\_\_\_

I/We declare and agree

- That I/we are aged 18 years and over.
- That Festival Housing Group may take up references from the lender(s), employer(s) and landlord(s) named in this application.
- All information given is true to the best of my/our knowledge and not misleading and I/ we authorise you to take up all normal credit references, including employer(s) if necessary. I/we authorise my/our landlord/ mortgagee to disclose to you details of the conduct of my/our account with them.
- That Festival Housing Group make any other enquiries as the Group deems necessary in respect of this application.
- That if a council, housing association or public sector tenant, I/we will be required to give up my/our rented home on the day of completion.

Date

\_\_\_\_\_

\_\_\_\_\_

**YOUR HOME IS AT RISK IF YOU DO NOT KEEP UP REPAYMENTS ON A MORTGAGE OR OTHER LOAN SECURED ON IT.**

Are you related to any member of Festival Housing Group's staff, Board of Management or anyone who has been in such capacity in the last 12 months? If YES please provide details.

YES/NO \_\_\_\_\_

**PLEASE DO NOT HESITATE TO CONTACT US, SHOULD YOU HAVE ANY QUERIES CONCERNING THE SCHEME OR YOUR APPLICATION.**

**Return completed applications to:**

The Sales and Marketing Team  
Festival Housing Group  
Partnership House  
Groewood Road  
Malvern  
Worcestershire  
WR14 1GD

Telephone: 01684 579 437  
01684 579 302  
01684 579 435

Email: [klaydon@festivalhousing.org](mailto:klaydon@festivalhousing.org)  
[nbaker@festivalhousing.org](mailto:nbaker@festivalhousing.org)  
[swalton@festivalhousing.org](mailto:swalton@festivalhousing.org)

Fax: 01684 579 440

Website: [www.festivalhousing.org](http://www.festivalhousing.org)

## SECTION 8: EQUALITY AND DIVERSITY MONITORING FORM

### Applicant 1

#### Gender

Are you: Female  Male

Other description \_\_\_\_\_

Question declined

#### Ethnicity

Are you:

##### Asian or Asian British

Indian   
Pakistani   
Bangladeshi   
Other Asian Background

##### Mixed or Dual Heritage

White & Black Caribbean   
White & Black African   
White & Asian   
Other Dual Heritage

##### Black or Black British

Caribbean   
African   
Other Black Background

##### White

White British   
White Irish   
Other White Background

##### Chinese or Other Ethnic Group

Chinese  Traveller or Gypsy   
Any other  Question declined   
Ethnic Background

#### Age

Are you: 16-19  60-74   
20-29  75 and over   
30-59  Question Declined

#### Sexual Orientation

How would you describe your sexual orientation?

Bi Sexual  Heterosexual   
Gay  Lesbian   
Question Declined

#### Religious Belief

What is your religious belief? Muslim   
Buddhist  Sikh   
Christian  No Religion   
Hindu  Question Declined   
Jewish   
Other

### Applicant 2

#### Gender

Are you: Female  Male

Other description \_\_\_\_\_

Question declined

#### Ethnicity

Are you:

##### Asian or Asian British

Indian   
Pakistani   
Bangladeshi   
Other Asian Background

##### Mixed or Dual Heritage

White & Black Caribbean   
White & Black African   
White & Asian   
Other Dual Heritage

##### Black or Black British

Caribbean   
African   
Other Black Background

##### White

White British   
White Irish   
Other White Background

##### Chinese or Other Ethnic Group

Chinese  Traveller or Gypsy   
Any other  Question declined   
Ethnic Background

#### Age

Are you: 16-19  60-74   
20-29  75 and over   
30-59  Question Declined

#### Sexual Orientation

How would you describe your sexual orientation?

Bi Sexual  Heterosexual   
Gay  Lesbian   
Question Declined

#### Religious Belief

What is your religious belief? Muslim   
Buddhist  Sikh   
Christian  No Religion   
Hindu  Question Declined   
Jewish   
Other

The information you provide on this form will be kept in accordance with the Data Protection Act 1998 and used only for the purposes of monitoring.

This document is also available in other languages, large print and audio format upon request - 01684 579 579

এই ডকুমেন্ট অন্য ভাষায়, বড় প্রিন্ট আকারে এবং অডিও টেপ আকারেও অনুরোধে পাওয়া যায়। (Bengali)

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。(Cantonese)

अनुरोध पर यह दस्तावेज़ अन्य भाषाओं में, बड़े अक्षरों की छपाई और सुनने वाले माध्यम पर भी उपलब्ध है (Hindi)

ئەم بەلگە بە ھەر دەھا بە زمانەکانی کە، بە چاڤی نرشت و بە شریعی تەسجیل دەس دەکەوێت (Kurdish)

本文件也可應要求，製作成其它語文或特大字体版本，也可製作成錄音帶。(Mandarin)

ਇਹ ਦਸਤਾਵੇਜ਼ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ ਅਤੇ ਆਡੀਓ ਟੇਪ 'ਤੇ ਰਿਕਾਰਡ ਹੋਇਆ ਵੀ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ। (Punjabi)

درخواست پر یہ دستاویز دیگر زبانوں میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔ (Urdu)

# APPLICATION FORM



## Low Cost Home Ownership Application

THANK YOU FOR YOUR INTEREST IN OUR LOW COST HOME OWNERSHIP SCHEME. PLEASE COMPLETE THIS FORM IN **BLOCK CAPITALS** AND BLACK INK, THEN SEND IT BACK TO US AT THE ADDRESS ON THE BACK OF THIS FORM. **WE CANNOT CONSIDER YOUR APPLICATION UNLESS ALL SECTIONS OF THIS FORM ARE FULLY COMPLETED.**

### SECTION 1: SCHEME DETAIL

**Please indicate your choice of scheme:**

New Build HomeBuy (*part rent, part buy*)  Social HomeBuy  Festival Property Purchase  Resale HomeBuy

Other please state \_\_\_\_\_

If you are interested in a particular development or property please state which one: \_\_\_\_\_

\_\_\_\_\_

### SECTION 2: PERSONAL INFORMATION

#### APPLICANT 1

Title (Mr/Mrs/Ms/Miss): \_\_\_\_\_

First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Marital Status: \_\_\_\_\_

National Insurance Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code \_\_\_\_\_

How many years at current address: \_\_\_\_\_

#### Contact Details

Home: \_\_\_\_\_

Work: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

#### APPLICANT 2

Title (Mr/Mrs/Ms/Miss): \_\_\_\_\_

First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Marital Status: \_\_\_\_\_

National Insurance Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code \_\_\_\_\_

How many years at current address: \_\_\_\_\_

#### Contact Details

Home: \_\_\_\_\_

Work: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_



## SECTION 2: PERSONAL INFORMATION CONT...

Please provide information about your current home:

House  Flat  Number of bedrooms  Maisonette  Bungalow

Are you currently receiving housing benefit? Yes  No

Have you received housing benefit in the last 12 months? Yes  No

Please indicate your current situation (please tick all that apply):

Council tenant	<input type="checkbox"/>	First time buyer	<input type="checkbox"/>
Housing association tenant	<input type="checkbox"/>	Current home owner	<input type="checkbox"/>
Accommodation linked to employment	<input type="checkbox"/>	Previous home owner	<input type="checkbox"/>
Living with family/friends	<input type="checkbox"/>	Temporary local authority accommodation	<input type="checkbox"/>
Privately renting	<input type="checkbox"/>	Registered homeless	<input type="checkbox"/>
On the council waiting list	<input type="checkbox"/>	Other _____	

	Applicant 1	Applicant 2
Next of kin details		
Are you a <b>British or EU/EEA</b> Citizen?		
If not is your passport stamped with 'Indefinite leave to remain'		
Which local authority do you work in?		
How many bedrooms do you require?	One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four+ <input type="checkbox"/>	
Please describe the composition of the family to be housed	Single <input type="checkbox"/> Couple <input type="checkbox"/> Single with children <input type="checkbox"/> Couple with children <input type="checkbox"/> Sharing <input type="checkbox"/>	

	Name	Relationship	Full-time education/working	Gender M/F	Will he/she be living at the new address
Please specify who is currently residing with you					

Do you consider you or any member of your household to have a disability? Yes  No

Are you or a member of your household a wheelchair user Yes  No

## SECTION 3: PRESENT CIRCUMSTANCES

If you are on a council waiting list, please state which council \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If you are a private tenant, council or housing association tenant, please give the name, address and telephone number of your landlord below:

**Applicant 1** \_\_\_\_\_  
 \_\_\_\_\_

**Applicant 2** \_\_\_\_\_  
 \_\_\_\_\_

Reference number (s) \_\_\_\_\_

Do you have a local connection to the area you are interested in? (e.g. family, work) \_\_\_\_\_  
 \_\_\_\_\_

Do you have access to at least £4,000 to cover the costs of buying a property? Yes  No

Has a court judgement ever been registered against you? Yes  No

Have you ever been bankrupt, insolvent or made arrangement with your creditors? Yes  No

If renting, are you currently up to date with your rent account? Yes  No

Do you have any pets? if so please give details \_\_\_\_\_ Yes  No

## SECTION 4: EMPLOYMENT DETAILS

	APPLICANT 1	APPLICANT 2
Current occupation	full-time/part-time	full-time/part-time
Are you self employed? If yes, please enclose at least 3 years accounts.	YES/NO	YES/NO
Gross annual income	£	£
Employer's name		
Employer's address		
Employer's telephone number		
If employed less than six months please provide previous employer's name		
Previous employer's address		
Are you permanently employed?	YES/NO	YES/NO
Are you on a fixed term contract?	YES/NO	YES/NO

**PLEASE INCLUDE ALL OF THE FOLLOWING DOCUMENTS WITH YOUR APPLICATION.  
DO NOT SEND ORIGINAL DOCUMENTS AS WE CANNOT GUARANTEE THEIR SAFE RETURN.**

- |   | INCLUDED?                |
|---|--------------------------|
| 1. Copies of last 3 monthly payslips (or 12 weekly) for all named applicants showing gross and net figures. | <input type="checkbox"/> |
| 2. Copies of last 3 months bank statements for all accounts.  | <input type="checkbox"/> |
| 3. Proof of benefit entitlement e.g., tax credits, occupational pension, child benefit.                     | <input type="checkbox"/> |
| 4. Proof of savings.  | <input type="checkbox"/> |
| 5. A recent mortgage illustration from a high-street bank or building society.                              | <input type="checkbox"/> |
| 6. ID ie passport, driving licence, marriage certificate. <b>Do not send originals</b>                      | <input type="checkbox"/> |

**If you are not a first time buyer and already own a property, please include:**

- |   |                          |
|---|--------------------------|
| 1. An estate agent valuation of your present property.  | <input type="checkbox"/> |
| 2. Evidence of available equity e.g., a statement from your mortgage provider or copy of mortgage statements. | <input type="checkbox"/> |

**SECTION 5: PLEASE GIVE DETAILS OF CURRENT EXPENDITURE/OUTGOINGS  
(NOT INCLUDING GENERAL HOUSEHOLD EXPENDITURE)**

<b>APPLICANT 1</b>	Monthly Payment	Total Outstanding/ Final Payment Date	<b>APPLICANT 2</b>	Monthly Payment	Total Outstanding/ Final Payment Date
Hire Purchase	£		Hire Purchase	£	
Loans	£		Loans	£	
Credit Cards	£		Credit Cards	£	
Other Expenditure (please state)	£		Other Expenditure (please state)	£	
Total Outgoings	£		Total Outgoings	£	

**SECTION 6: ADDITIONAL INFORMATION**

	<b>APP 1</b>	<b>APP 2</b>
Have you (or App 2) ever owned or partly owned a property in the UK or abroad (if yes, please continue answering questions below)	YES/NO	YES/NO
Provide details of the date the property was/is to be sold _____		
Are you currently a shared owner?	YES/NO	YES/NO
If yes, what percentage equity do you own? _____		
How much mortgage do you have outstanding (either as a Shared or full owner)	£	£
What is the approximate current value of the property?	£	£
Please specify why are you selling your property and why you wish to purchase under affordable housing?		
_____		

*Continue on a separate sheet if necessary.*