



FOR OFFICE USE ONLY		
APPLICANT	DATE	REFERENCE NO.
ADDRESS		JOINT APPLICANT

Housing Register Application Form

IMPORTANT

PLEASE READ THE NOTES IN THE INFORMATION LEAFLETS CAREFULLY BEFORE COMPLETING THIS FORM

Your place on the Housing Register will be determined by your housing need, which will be assessed under Shropshire Council's current allocation policy

Your priority will be assessed according to the answers you give on this form, which will be checked before you receive an offer. You should therefore answer all the questions fully and carefully.

If you need assistance in completing this form please do not hesitate to contact the HomePoint team on 01588 676246 and ask for help. You can also email us at homepoint@ss-ha.org.uk.

To enable your application to be processed it may be necessary to contact other agencies such as Housing Benefit, Council Tax or the Housing Options Team at the Council, your Landlord or Building Society, Probation Services, Doctors, Social Services, Police, Substance Misuse Team, Drug Rehabilitation and the Community Mental Health Team. At the end of this application form you will be asked to sign the declaration agreeing to this.

Housing Register Application Form

1 About You

Title (Mr, Mrs, Miss, Ms, etc)

First Name:

Surname:

Maiden or Previous Name:

Are You: Male Female Transgender Prefer not to say

Date of Birth:

National Insurance Number:

Are You Employed? Yes No

Tick If Preferred

Home Phone:

Work Phone:

Mobile Phone:

Email Address:

2 Nationality

Please tick one of the boxes that most applies to your Nationality:

UK National European Economic Area (EEA) National

Other, please state nationality

3 Residency

Are you currently living in the UK? Yes No

Are you subject to any immigration control? Yes No

4 Address

Address Line 1:

Address Line 2:

Address Line 3:

Address Line 4:

Postcode:

5 Details of your Current Property - What type of property do you live in?

On which floor is the front door of your property? Ground Floor / Above ground floor

How many bedrooms are there?

House Bungalow Flat Bedsit Studio Flat

Maisonette Caravan Hostel Prison/Remand Cent

Room Hotel / B&B Hospital / Nursing Home No Fixed Address

Present Housing

When did you move to your present address:

7 Current Tenure

Tenant of Shropshire Council Tenant of another Council*

Tenant of MMHA Tenant of Severnside Tenant of SSHA

Tenant of another housing association*

Home Owner Armed Forces Accommodation Mobile home / caravan

Hotel / B&B Hospital / Nursing Home No Fixed Address

Lodger Living with family/friends Private tenant*

Tied Accommodation* Prison Temporary Accommodation

Other

If you have ticked any of the boxes marked with a *, please give the name and address of your landlord below:

Landlord:

Landlord's Address:

Are you in rent arrears with your current landlord? Yes No

8 Which Facilities can you use?

	Yes	No	Shared
Cooking Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bath / Shower	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Living Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hot Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you have access to an enclosed garden? Yes No

Do you share a kitchen, bathroom or toilet with non family members? Yes No

Contact Address (if different)

Address Line 1:

Address Line 2:

Address Line 3:

Address Line 4:

Postcode:

9 Help with Applying

If you need extra help to look for housing, is there someone willing to help you?

Yes No If yes, please provide their name:

Title (Mr, Mrs, Miss, Ms, etc):

First Name:

Surname:

Would you like us to send your information to this person? Yes No

If yes, please provide their address and contact details

Address Line 1:

Address Line 2:

Address Line 3:

Address Line 4:

Postcode:

Phone Number:

Are they: Friend: Relative: Support Worker Other:

All information relating to your application will be sent to that person.

10 Previous Addresses

Please provide details of where the main and joint applicants have lived in the last 5 years

Applicant or Joint Tenant Name	Address & Postcode	Date From	Date To	Reason for Leaving	Landlord Details	If you owe any rent at this address, please give details

11 Your Household

Please provide details of everyone in your current property whether moving with you or not and any persons wishing to live with you.

First Name	Surname	Date of Birth (dd/mm/yy)	Relationship to you	Male / Female	Are they living with you at the moment? Y/N	Will they be moving with you? Y/N

12 Joint Tenancy

Would you like anyone in your household to be a joint tenant? Yes No

If yes, who?:

Maiden or Previous Name:

National Insurance Number:

Are They Employed? Yes No

If not currently living with you, please give their address and details of tenure:

Private Tenant Family/Friends Home Owner

Address Line 1:

Address Line 2:

Address Line 3:

Address Line 4:

Postcode:

Landlord:

Landlord's Address:

13 About Your Household

Is anyone in your household pregnant? Yes No

If yes, what is their name?

When is the baby due? (a pregnancy certificate is required)

Is anyone forced to live apart from you for housing reasons? Yes No

Details:

Do you have access to children who do not live with you permanently? Yes No

Details:

14 Reason for Seeking Housing

Have you been asked to leave your current home? Yes No

Details:

Do you need to move out of your current home because your relationship with your partner has broken down? Yes No

Details:

Are you currently experiencing any form of violence or harassment? Yes No

Details:

Are you leaving care or moving on from Supported Housing? Yes No

Details:

Are you leaving the Armed Forces within the next six months? Yes No

Details:

Do you need to move to be closer to local facilities? Yes No

Details:

Do you need to move closer to where you work? Yes No

If yes, where do you work?

How many hours a week do you work?

How long does it take each day?

Does anyone in your household need to move to give or receive support? Yes No

Details:

15 Specific Housing Needs

Does anyone in your household have a medical condition or disability that affects their ability to manage around the home? Yes No

If Yes, who?:

Details:

Does anyone in your household require fully wheelchair accessible housing?

Yes No If Yes, details

Does anyone in your household require level access facilities? E.g. bathroom, kitchen, stairlift

Yes No If Yes, details

Does anyone in your household require adaptations relating to a visual impairment?

Yes No If Yes, details

Does anyone in your household require adaptations relating to a hearing impairment?

Yes No If Yes, Details

Is anyone in your household unable to return from hospital? Yes No

Details:

16 Sheltered Housing

Are you seeking sheltered accommodation? Yes No

Are you currently in sheltered accommodation Yes No

Details:

Sheltered accommodation provides extra support services such as an emergency alarm system and communal facilities. In order to be considered for this type of accommodation you will need to be assessed.

Have you had a sheltered housing assessment? Yes No

17 Support

Is anyone in your household getting support from Social Services, Probation, Housing Options or any other organisation at the moment? Yes No

If Yes, who gets support:

Support Worker

Support Worker

Organisation:

Organisation

Address:

Address

Town

Town

Contact phone:

Contact

18 Condition of your Home

Do you believe your present home is in poor condition? Yes No

Details:

Has an Environmental Health Officer visited your property? Yes No

If you answer yes to the above question we may arrange to carry out a home visit and make the Private Sector Housing Team aware of any concerns.

19 Other Information

Do you or any one in your household have any current, or previous rent arrears with a landlord?

Yes No

Details:

Do you or any one in your household have any current, unspent or pending criminal convictions (except motoring offences)?

Yes No

Details:

Have you or any one in your household ever been convicted under the Sex Offenders Act 1997 and placed on the Sex Offenders Register? Yes No

Details:

Have you or any one in your household been evicted due to anti social behaviour?

Yes No

Details:

Are you employed by or related to an employee, Councillor or Board member of HomePoint

Landlords : Yes No

Landlord /Company

(A relative will include - husband, wife, partner, parent, grandparent, brother, sister, and similar relations by marriage. If in doubt please ask.)

If yes, please provide name of who you are related to and what the relationship is

Job Title

20 Low Cost Home Ownership

Are you interested in Low Cost Home Ownership, e.g. Shared Ownership? Yes No

What is your gross income?

How much could your household afford to pay for a Mortgage each month? £ per month

How much rent could your household afford to pay each week? (if applicable) £ per week

21 Planning New Homes

Using the list of parishes/lettings areas attached to the back of this form, please indicate the areas where you would like to be rehoused. This will help with the planning of new homes:

Please list up to 4 areas here:

- 1
- 2
- 3
- 4

22 Making Housing Fair

Please answer the question below about your ethnic origin. This will help us make sure all applicants have a fair chance of being housed.

How would you describe yourself?

White

British

Irish

Other

Mixed

White & Black Caribbean

White & Black African

White & Asian

Other

Asian or Asian British

Indian

Pakistani

Bangladeshi

Other

Black / Black British

Caribbean

African

Other

Chinese

Chinese

Other

Gypsy / Romany / Traveller

Other Traveller

Refused

Other

Sexual Orientation

Gay / Lesbian Heterosexual/ Straight Bisexual
Other Prefer not to say

Faith

None Christian (all denominations) Buddhist
Hindu Jewish Muslim
Sikh Any other religion Not known
Prefer not to say

23 Contacting You

Do you need to receive information from us in a language other than English?

Yes No

If Yes, please give details

If your household has a need to receive information from us in another format, please provide

details

How would you prefer to receive information about available properties (please tick one)?

Email Post Internet

Please add any further information in support of your application:

24 Declaration

DATA PROTECTION ACT 1998

Information contained on this form is **CONFIDENTIAL**. It will only be used by Shropshire Homepoint for the purpose of accessing housing for applicants.

In processing this application we may need to provide third parties with personal information relating to you or members of your household or we may need to obtain personal information relating to you or members of your household from third parties. However, this will only be so that we can properly assess and process your application for housing. We may also disclose your personal details if required to do so by law or any Governmental body.

Information held will be kept during the period your application is being considered and we may from time to time ask you to confirm its accuracy. In the event that you become a tenant, this form will be retained as part of your tenancy record. For further information on data held about you and/or your family, please contact us.

This is to be signed by both applicants if this is a joint application.

I/We declare that all the information is, to the best of my/our knowledge, correct and that I/We have not left out any details that may affect our application. I/We understand that to give false or misleading information will result in my/our application being cancelled and I/We may be liable for prosecution under s171 of the Housing Act 1996.

Please Sign and date below

Applicant 1 _____

Date

dd	mm	yyyy
----	----	------

Applicant 2 _____

Date

dd	mm	yyyy
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Shropshire Parishes

Bridgnorth (40)

ACR	Acton Round/Aston Eyre/Upton Cressett	KEM	Kemberton
ALB	Albrighton	KIN	Kinlet
ALV	Alveley	MON	Monkhoppton
ASA	Astley Abbots	MOV	Morville
BAD	Badger	MUW	Much Wenlock
BAR	Barrow	NEE	Neen Savage
BEC	Beckbury	NET	Neenton/Aston Botterell
BIL	Billingsley	QUM	Quatt Malvern
BON	Boningale	ROM	Romsley
BRI	Bridgnorth	RYT	Ryton
BRO	Broseley	SHF	Sheriffhales
CHM	Chelmarsh	SHN	Shifnal
CHT	Chetton	SHP	Shipton
CLV	Claverley	STL	Stanton Long/Easthope
CLN	Cleobury North/Burwarton	STO	Stockton
DIT	Ditton Priors	STT	Stottesdon/Sidbury
DON	Donington/Boscobel	SUM	Sutton Maddock
EAR	Eardington	TAS	Tasley
FAR	Farlow	TON	Tong
HIG	Highley	WOF	Worfield/Rudge

North Shropshire (33)

ADD	Adderley	MOS	Moreton Say
BAS	Baschurch	MYD	Myddle and Broughton
CHE	Cheswardine	NIH	Norton in Hales
CHI	Child's Ercall	PRE	Prees
CLI	Clive	SHA	Shawbury
COC	Cockshutt/Petton	SHH	Stanton upon Hine Heath
ELR	Ellesmere Rural	STT	Stoke upon Tern
ELU	Ellesmere Urban	SUT	Sutton upon Tern
GRI	Grinshill	WEL	Welshampton and Lyneal
HAD	Hadnall	WER	Wem Rural
HIN	Hinstock	WEU	Wem Urban
HOD	Hodnet	WUR	Weston under Redcastle
HOR	Hordley	WHR	Whitchurch Rural
IGH	Ightfield	WHU	Whitchurch Urban
LOP	Loppington	WHI	Whixall
MKD	Market Drayton	WOO	Woore
MCL	Moreton Corbet & Lee Brockhurst		

Oswestry(13)

KIN	Kinnerley	RXT	Ruyton-XI-Towns
KNO	Knockin	SAG	Selattyn and Gobowen
LLA	Llanyblodwel	STM	St Martin's
LAP	Llanymynech and Pant	WEF	West Felton
MEL	Melverley	WSR	Weston Rhyn
OSU	Oswestry	WHT	Whittington
OSR	Oswestry Rural		

Shrewsbury & Atcham (38)

ACB Acton Burnell
ALB Alberbury with Cardeston
ALL All Stretton
AST Astley
ATC Atcham
BAY Bayston Hill
BER Berrington
BIC Bicton
BUI Buildwas
CAR Cardington
CHP Church Pulverbatch
CON Condoover
COU Cound
CRS Cressage/Sheinton
FOR Ford
FRL Frodesley/Ruckley and Langley
GHA Great Hanwood
GNE Great Ness
HAR Harley

KEN Kenley/Church Preen/Hughley
LEE Leebotwood
LEI Leighton and Eaton Constantine
LIN Little Ness
LGD Longden
LGN Longnor
MIN Minsterley
MOU Montford
PIM Pimhill
PIT Pitchford
PON Pontesbury
SHR Shrewsbury
SMW Smethcott/Woolstaston
UFF Uffington
UPT Upton Magna
WSB Westbury
WTH Withington
WOL Wollaston
WRO Wroxeter and Uppington

South Shropshire (51)

ACT Acton Scott
ABD Abdon/Heath
ASH Ashford Carbonel
BET Bettws-y-Crwyn
BIS Bishop's Castle
BIT Bitterley
BOR Boraston
BRO Bromfield
BUC Bucknell
BUR Burford
CAY Caynham
CBY Chirbury with Brompton
CHU Church Stretton
CSM Clee St Margaret
CLM Cleobury Mortimer
CLU Clun
CBY Clunbury
CGF Clungunford
COL Colebatch/Mainstone

COR Coreley
CRA Craven Arms
CUL Culmington
DID Diddlebury
Eaton-under-
EAT Heywood
GRE Greete/Whitton
HOB Hope Bowdler

AOC Hopesay/Sibdon Carwood
HOP Hopton Castle/Bedstone
HOW Hopton Wafers
LLF Llanfair Waterdine
LUF Ludford
LUD Ludlow
LYD Lydbury North/Edgton
LYH Lydham
MOR More
MUN Munslow
NAS Nash/Hope Bagot
NEE Neen Sollars/Milson
NEW Newcastle on Clun
NOR Norbury
ONI Onibury
RAT Ratlinghope
RIC Richard's Castle/Ashford Bowdler
RUS Rushbury
STA Stanton Lacy
Stoke St. Milborough/Hopton
SSM Cangeford
STO Stowe
WEN Wentnor/Myndtown
WHE Wheathill

WIS Wistanstow
WOR Worthen with Shelve

This form should be returned to:

Shropshire HomePoint
The Gateway
Auction Yard
Craven Arms
SY7 9BW

www.shropshirehomepoint.co.uk

Tel: 01588 676246

Email: homepoint@ss-ha.org.uk