

About Filling In This Form

This is a legal document. You must answer all the questions that apply to you honestly and in full, then sign the declaration below. If you are applying jointly you must both sign.

HomePoint appreciates that it may be time consuming to complete this application, but it is important that you complete it in full, as your responses will be significant in determining your housing needs.

If you give false, misleading or fail to give relevant information on this form, you will have committed a criminal offence and you may have your application cancelled, be prosecuted and / or have your property taken off you by a court.

If you need help with this form, would like a large text version, need advice or a copy of the allocations policy, please call Shropshire HomePoint on telephone number **0300 303 8595**.

IMPORTANT. Shropshire HomePoint strongly recommends you consider all other housing options potentially available to you.

To help you do this, you may like to visit HomePoint's website where you can complete and download an Action Plan of potential housing solutions available to you.

If you do not have enough space to complete an answer in full, please continue on page 23 or attach a separate sheet to this application form. Please pay particular attention to text highlighted in orange.

Data Sharing Consent

I declare the information given on this form is true to the best of my knowledge and any information regarding other people has been given with their consent. I understand that any false or misleading information given, may lead to removal from the Housing Register, prosecution and eviction from the property.

I also understand that in compliance with the Data Protection Act 2018 and where legitimately required, Shropshire HomePoint, its Partners and Scheme Member Landlords may now or in the future ask for and share information with other appropriate individuals and organisations. Examples of where this might be necessary include, unspent criminal convictions, anti social behaviour, health information, credit checks, landlord references, nominations and referrals to provide support or other housing solutions.

Information may also be used to inform future strategy of Shropshire Council and Shropshire HomePoint Partnership Landlords and identify housing need and demand in Shropshire.

By signing this declaration, I give permission relating to me and my household to store and email information securely and electronically. I also agree, where applicable, to be contacted in writing, by telephone, using SMS (text) and email.

Primary Applicant Name. Joint Applicant Name.

Signature. Signature.

Date. / / Date. / /

About You

Is this a new application. Yes No

Is this an update application because your circumstances have changed.

Please give any current or previous Shropshire HomePoint Registration Numbers.

Primary Applicant Details

Title. First Names.

Family Names. Previous Names.

Gender. Gender to be known as :

National Insurance No. /

Date of Birth. //

Current Address.

Post Code. When did you move here. //

Home Telephone Number.

Work Telephone Number.

Mobile Telephone Number.

Email Address.

Correspondence Address (if different from above).

Post Code.

Landlord Name and Address.

Post Code.

Landlord Telephone Number.

Landlord Email Address.

Your application cannot be processed without your National Insurance Number. To prevent email correspondence being sent to your junk mail folder, please add enquiries@shropshirehomepoint.co.uk to your contacts list.

Please give your previous 5 years address history. Continue on a separate sheet if necessary.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Are you applying as Joint Applicants. Yes No

Your Partner's Details

Title. First Names.

Family Names. Previous Names.

Gender. Gender to be known as :

National Insurance No. //

Date of Birth. //

Current Address (if different).

Post Code.

When did you move here. / /

Home Telephone Number.

Work Telephone Number.

Mobile Telephone Number.

Email Address.

Your application cannot be processed without evidence of Identity for all household members that are moving with you. Examples of ID can be found on page 25.

Your Partner's Previous 5 Years Address History:

If different from main applicant, please give previous 5 year address history for your partner. Continue on a separate sheet if necessary.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Date From.	Date To.	Why You Left.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address.

Landlord Name and Address.

Your application cannot be processed without your Partner's 5 years address history.

Nationality

	You.	Your Partner.
Your Nationality:	<input type="text"/>	<input type="text"/>

Immigration Status

Please tick the box that applies.

British Citizen.	<input type="checkbox"/>	<input type="checkbox"/>
British Overseas National	<input type="checkbox"/>	<input type="checkbox"/>
Returning British National (Following a period living outside the UK or CTA).	<input type="checkbox"/>	<input type="checkbox"/>
Commonwealth Citizen with Right of Abode.	<input type="checkbox"/>	<input type="checkbox"/>
EU National Pre Settled Status.	<input type="checkbox"/>	<input type="checkbox"/>
Limited Leave To Enter / Remain with Public Funds.	<input type="checkbox"/>	<input type="checkbox"/>
Limited Leave To Enter / Remain with No Access to Public Funds.	<input type="checkbox"/>	<input type="checkbox"/>
Indefinite Leave to Enter / Remain. (Including via EU Settlement Scheme Settled Status).	<input type="checkbox"/>	<input type="checkbox"/>
Granted Other Protection Leave. (e.g. Discretionary Leave, Exceptional Leave to Remain, Humanitarian Protection or Refugee Status).	<input type="checkbox"/>	<input type="checkbox"/>
Study Visa.	<input type="checkbox"/>	<input type="checkbox"/>
Work Visa.	<input type="checkbox"/>	<input type="checkbox"/>
Sponsorship.	<input type="checkbox"/>	<input type="checkbox"/>
Asylum Seeker.	<input type="checkbox"/>	<input type="checkbox"/>
Other.	<input type="checkbox"/>	<input type="checkbox"/>

Are you habitually resident in the UK, Ireland, Isle of Man and Channel Islands. Yes No

You will be required to supply copies of documentary evidence of your ID and Immigration Status for all household members who are moving with you during the application process.

Marital Status

Primary Applicant Details

Marital Status.

Your Partner's Details

Marital Status.

Local Connection to Shropshire (excluding Telford & Wrekin)

Local connections only refer to the Local Authority Area of Shropshire Council. This does not include Telford & Wrekin, which is a separate Local Authority. Evidence of how you meet the local connection criteria must be provided with the completed application.

	You.	Your Partner.
Do you have a local connection to Shropshire.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please confirm your connection/s.		
Normally Resident in Shropshire.	<input type="checkbox"/>	<input type="checkbox"/>
Employment in Shropshire	<input type="checkbox"/>	<input type="checkbox"/>
Start Date of Current Employment.	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Contract Type.	<input type="text"/>	
Local Connection through a Close Family Member	<input type="checkbox"/>	<input type="checkbox"/>
Family Relationship of Connection	<input type="text"/>	
Family Members Current Address	<input type="text"/>	
	<input type="text"/>	
Family Members Residence Date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Any other details		
<input type="text"/>		

About Your Household

Please give details of all other household members currently living with you or will be living with you:

First Names.	Family Name.	Date of Birth.	Gender.	Relationship to Primary Applicant.	Currently living with Primary Applicant Full time.	Moving with Primary Applicant Full time.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If any of your household members are not currently living with you but are to be rehoused with you, please give their name, current address and briefly explain why they are not living with you and why they need to live with you.

If you have answered no to any of the above moving full time with you, please give their name, reason why and if applicable what percentage of their time will be spent living with you.

Pregnancy

Is anyone in your household pregnant.

Yes No

If yes, whom.

When is the baby due.

/ /

Please supply a copy of the MATB1 form. Scans are not required.

Household Members Studying Away Full Time

Are any members of your household studying away full time.

Yes No

If yes, please give details.

Fostering / Adoption

Are you currently fostering or considering fostering or adoption.

Yes No

If yes, please give details.

Are you a Care leaver

Yes No

Which Local Authority.

If yes, please give details of your support package

Convictions

Do you or any member of your household who is moving with you have any unspent or pending convictions. Yes No

If yes, please give details below of who was convicted, what the conviction/s is, sentence served, date of conviction/s and circumstances of the offence/s.

Specifically, are you or any member of your household subject to the notification requirements of the Sexual Offenders Act (2003). Yes No

If yes, please give details below of who, what the conviction/s is, sentence served, date of conviction and circumstances of the offence/s.

If you are unsure whether you have any unspent / ignored convictions after a rehabilitation period under the Rehabilitation of Offenders Act (1974), please contact Shropshire HomePoint to clarify.

Housing History

Does anyone in your household have any debts owing to a previous or current landlord/s or mortgage provider/s. Yes No

Are these arrears owed to your current landlord or a former landlord.

Current Former

If yes, please give details of who owes the debt, if current or former arrears, the debt remaining, who the debt is owed to and the circumstances.

If yes, please give details of housing debt repayment plan.

Housing History Continued

Has anyone in your household been involved in antisocial behaviour, eviction, refused accommodation or had their home repossessed. Yes No

If yes, please give details of whom, the landlord / mortgage providers name, address, telephone number, email and the circumstances.

About Where You Live Now

Property Primary Applicant Currently Lives In

What type of property are you living in.

Please tick the box that applies.

House.	<input type="checkbox"/>	Bungalow.	<input type="checkbox"/>	Bedsit / Studio	<input type="checkbox"/>	Maisonette.	<input type="checkbox"/>
Flat.	<input type="checkbox"/>	Touring Caravan.	<input type="checkbox"/>	Static Caravan	<input type="checkbox"/>	Park Home.	<input type="checkbox"/>
Room.	<input type="checkbox"/>	Hotel / B&B.	<input type="checkbox"/>	Hospital.	<input type="checkbox"/>	Nursing Home.	<input type="checkbox"/>
British Armed Forces Accommodation.	<input type="checkbox"/>	No Fixed Address.	<input type="checkbox"/>	Prison.	<input type="checkbox"/>		<input type="checkbox"/>
Other.	<input type="checkbox"/>						

If other, please explain.

Is the property sheltered or part of a sheltered scheme. Yes No

Is the property considered to be supported housing. Yes No

Which floor is your property on (0 for bungalows and houses). GF 1 2 3 4 5 6+

How many bedrooms does your property have. 0 1 2 3 4 5 6+

How many exterior steps are there into your property.

Do you share your kitchen or bathroom with non-household members. Yes No

Do you live in a property with no kitchen or bathroom. Yes No

Do you live in a property without electricity. Yes No

Do you live in a property without water. Yes No

Do you live in a property without central heating. Yes No

Is your property in disrepair. Yes No

Your Property

If yes, please give details.

Has your property had a Housing Health and Safety Rating Inspection carried out.

Yes No

If your property has had a Housing Health and Safety Rating System Inspection, please enclose evidence.

Primary Applicant's Current Housing Situation

Please tick the box that applies to your current situation.

- | | | | |
|---|--------------------------|---|--------------------------|
| Council tenant | <input type="checkbox"/> | Social housing tenant | <input type="checkbox"/> |
| Tenant with a private landlord. | <input type="checkbox"/> | Living with family. | <input type="checkbox"/> |
| Rented room in house share. | <input type="checkbox"/> | Living with friends. | <input type="checkbox"/> |
| Tied Accommodation. | <input type="checkbox"/> | Shared ownership with a social landlord | <input type="checkbox"/> |
| British Armed Forces Accommodation. | <input type="checkbox"/> | Homeowner. | <input type="checkbox"/> |
| Mobile home / Caravan
(not including park homes) | <input type="checkbox"/> | No fixed address. | <input type="checkbox"/> |
| Shropshire Council Housing Options Team | <input type="checkbox"/> | Other, please specify. | <input type="text"/> |

Please select your social landlord from those below, if listed.

- | | | | |
|------------------------------|--------------------------|-------------------------------|--------------------------|
| Abbeyfield Trust tenant. | <input type="checkbox"/> | Accord tenant. | <input type="checkbox"/> |
| Anchor tenant. | <input type="checkbox"/> | Birnbeck H.A. tenant. | <input type="checkbox"/> |
| Bromford Housing tenant. | <input type="checkbox"/> | Connexus Housing tenant. | <input type="checkbox"/> |
| Derwent Living tenant. | <input type="checkbox"/> | Equity Housing tenant. | <input type="checkbox"/> |
| Habinteg H.A. tenant. | <input type="checkbox"/> | HomesPlus tenant. | <input type="checkbox"/> |
| Housing 21 tenant. | <input type="checkbox"/> | Mercian H.A. tenant. | <input type="checkbox"/> |
| Rooftop Housing tenant. | <input type="checkbox"/> | Sanctuary Housing tenant. | <input type="checkbox"/> |
| Sage H.A. tenant. | <input type="checkbox"/> | Shropshire Rural H.A. tenant. | <input type="checkbox"/> |
| Star Housing tenant | <input type="checkbox"/> | Stonewater H.A. tenant. | <input type="checkbox"/> |
| Wrekin Housing Trust tenant. | <input type="checkbox"/> | Other. | <input type="text"/> |

Property Features

Please tick the box that applies to your current situation.

Lift to access property.	<input type="checkbox"/>	Exterior level / Ramped access.	<input type="checkbox"/>
Is there a stair lift.	<input type="checkbox"/>	Is there a through floor lift.	<input type="checkbox"/>
Level access.	<input type="checkbox"/>	Wider exterior doorways.	<input type="checkbox"/>
Wider interior doorways.	<input type="checkbox"/>	Adapted kitchen (lower work surface).	<input type="checkbox"/>
Level access shower / Wet room.	<input type="checkbox"/>	Shower over bath	<input type="checkbox"/>
Separate Shower	<input type="checkbox"/>	Bath Only.	<input type="checkbox"/>
Ceiling Hoist / Fixed platform.	<input type="checkbox"/>	Visual / Hearing impairment adaptations.	<input type="checkbox"/>
Upstairs bathroom.	<input type="checkbox"/>	Upstairs toilet.	<input type="checkbox"/>
Downstairs bathroom.	<input type="checkbox"/>	Downstairs toilet.	<input type="checkbox"/>
Grab / Stair rails.	<input type="checkbox"/>	Parking facilities.	<input type="checkbox"/>
Other.	<input type="checkbox"/>		

If yes to other, please specify.

Employment And Financial Details

Employment Details

You.

Your Partner.

Please confirm if you are.

Employed Part Time (less than 20 hours).	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Employed Full Time.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Self Employed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Unemployed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
In a Training Scheme.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Full Time Student.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Retired.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Unable to Work.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Optional Information. Evidence of your local connection through employment will be required.

Primary applicant employer name and address.

 Post Code.

Partner applicant employer name and address.

 Post Code.

How long does it take you to travel to and from work each day (in minutes).

How do you mostly travel to work.

Is any other person, moving with you, in employment:

Yes No

Other applicant employer name and address.

 Post Code.

Key Worker

Is any member of the household a Key Worker

Yes No

Which profession do they belong to:

Communications and Finance.

Education and Child Care.

Food and other necessary goods.

Health and Social Care.

Key Public Services.

Local and National Government.

Public Safety and National Security.

Transport.

Utilities

Please provide details.

Please provide evidence of Key Worker employment e.g. contract of employment, hours of work per calendar month and service length.

British Armed Forces Service

Current member of Regular British Armed Forces. Yes No Yes No

Current member of British Armed Forces Reserves. Yes No Yes No

Former member of Regular British Armed Forces. Yes No Yes No

Former member of British Armed Forces Reserves. Yes No Yes No

If yes, please confirm your dates of service (leave end date blank if current member).

Start Date. / /

End Date. / /

If yes, please confirm your Partner's dates of service (leave end date blank if current member).

Start Date. / /

End Date. / /

Reason for Leaving Armed Forces:

Financial Details

Please provide total gross salary, benefits, pension and other income for all members of the household who are moving with you, aged 18 and over. You do not need to include the finances of anyone, you are living with but, who is not moving with you. Payslips, benefits, pensions, other income and assets evidence will be required with your application.

How much do you and your partner pay per month for your home (including housing benefit).

Is this amount for.

Rent Mortgage Mortgage and Rent

How much do you, and anyone moving with you, take home per month in combined gross salaries?

Gross salary is the total amount earned before any deductions are made for tax, pension, national insurance or any other items.

How much do you, and anyone moving with you, take home per month in combined benefits, including housing benefits.

How much do you, and anyone moving with you, take home per month in combined pension, including state, private and war pensions.

How much do you, and anyone moving with you, take home per month in any other income.

Financial Details

How much do you and your partner have in savings or investments
(Exclude any amount received from the British Armed Forces Compensation Scheme).

Do you or anyone moving with you own any property either in the U.K. or abroad.

Yes No

Do you or anyone moving with you have any interest in any other domestic or business properties.

Yes No

If yes, please state the approximate value of all properties owned.

Please give details.

Does any household member hold a mortgage on a property.

Yes No

If yes, how much is outstanding.

Please state how much equity in property

Any other debts / loans.

Yes No

If yes, how much is outstanding.

Are you interested in Shared ownership and other routes to affordable home ownership:

Yes No

If you own a property or properties, please enclose evidence of the value(s) and mortgage remaining.
If rented out, please include rent amount in your income figure.

Health And Support Needs

IMPORTANT: Please complete all of the following Health and Support Need questions with as much information as possible. Otherwise, you may not be considered for sheltered housing, appropriate properties / adaptations or other sources of support available to you.

Medical Details

Is anyone in your household registered blind.

Yes No

Does anyone in your household have any hearing impairments.

Yes No

Does anyone in your household have a learning difficulty.

Yes No

Does anyone in your household have a mental health condition.

Yes No

Does anyone in your household consider themselves to be disabled.

Yes No

Does anyone in your household use a wheelchair regularly.

Yes No

If you have answered yes to any of these medical questions, please confirm who and describe how often it is needed.

Has anyone in your household suffered serious injury or illness attributable to serving in the British Armed Forces.

Yes No

If yes, please describe.

Does anyone in your household have difficulty with the following.

Walking.

Yes No

Using stairs or steps.

Yes No

If yes, how many can you manage.

Cooking.

Yes No

Doing housework.

Yes No

Using the kitchen.

Yes No

Using the bathroom.

Yes No

Doing the gardening.

Yes No

Does anyone in your household have a medical condition.

Yes No

If yes to any of the above, please confirm who has the difficulty and what they are.

Please describe how these conditions make living in your current property difficult.

Please give details of any medication being taken.

Have you had an assessment from an Occupational Therapist. Yes No

If yes, please confirm when the assessment was carried out. / /

You will need to supply a copy of the Occupational Therapist's Assessment.

Does anyone in your household receive benefits for ill health or disabilities. Yes No

If yes, please confirm who and give details.

Please tell us if you think you would need any of these features in a property if you moved.

- | | | | |
|--|--------------------------|---------------------------------------|--------------------------|
| Exterior level / Ramped access. | <input type="checkbox"/> | Level access. | <input type="checkbox"/> |
| Wider doorways. | <input type="checkbox"/> | Adapted kitchen (lower work surface). | <input type="checkbox"/> |
| Level access shower / Wet room. | <input type="checkbox"/> | Grab / Stair rails. | <input type="checkbox"/> |
| Visual / Hearing impairment adaptations. | <input type="checkbox"/> | | |
| Other. | <input type="checkbox"/> | | |

If yes to other, please specify.

Shropshire HomePoint will consider supporting or specialist letters and information, however we do not require support letters from your GP.

Housing Support Needs

Are you interested in Supported Housing or Sheltered Housing (55+) Yes No

If No, please continue in Overnight Care Section. P18

Living independently. Yes No

This might include needing help or advice in preparing or storing food, dealing with correspondence or making appointments.

If yes, please give details below.

Keeping safe in your home. Yes No

This might include needing a telephone alarm system, fire safety systems, using appliances safely, help with moving around indoors, assistance with washing, bathing or showering.

If yes, please give details below.

Managing money. Yes No

This might include needing help or advice with budgeting, 'paying bills', managing your banking, finance, debts and applying for benefits.

If yes, please give details below.

Looking after your home. Yes No

This might include needing help or advice in arranging repairs in the house or managing household tasks.

If yes, please give details below.

Getting out and about. Yes No

This might include help with shopping, going to the bank, post office, library or chemist.

If yes, please give details below.

Socialising.

Yes No

This might include help and advice to maintain regular contact with family and friends or socialising.

If yes, please give details below.

General welfare and communication.

Yes No

This might include help and advice to communicate with other people or someone to regularly check on your well being.

If yes, please give details below.

Applying for properties, moving and settling into a new home.

Yes No

This might include help and advice with applying for properties, making practical arrangements if you move to a new home or developing new skills in preparation to move.

If yes, please give details below.

Literacy difficulties.

Yes No

This might include visual impairment, English may not be the first language or as a result of a medical condition.

If yes, please give details below.

Overnight Care

Do you regularly require overnight care.

Yes No

If yes, please confirm how often and who provides this care.

Do you Need Help Looking For Housing

Optional information, please provide if you wish.

Would you like an advocate to represent you.

Yes No

If yes, please give their contact details.

Title. First Names. Family Names.

Current Address.

Post Code.

Telephone Number.

Email Address.

Please tick boxes that apply.

Friends. Support Workers.

Relatives. Other.

Official Support Being Received

Is anyone in your household receiving official support such as from a social worker or probation officer.

Yes No

If yes, please confirm how often and who provides this care.

Reason For Moving And Preferences

Reason for Moving

Please tick all boxes that apply.

- | | | | |
|--|--------------------------|---|--------------------------|
| Asked to leave where you live by family / friends. | <input type="checkbox"/> | Domestic abuse. | <input type="checkbox"/> |
| End of private tenancy. | <input type="checkbox"/> | Eviction or repossession order. | <input type="checkbox"/> |
| Financial / Mortgage difficulties. | <input type="checkbox"/> | Forced to live apart. | <input type="checkbox"/> |
| Harassment or neighbour nuisance. | <input type="checkbox"/> | Health / Medical / Disability reasons. | <input type="checkbox"/> |
| Leaving British Armed Forces. | <input type="checkbox"/> | Leaving care or moving on from supported housing. | <input type="checkbox"/> |
| Leaving hospital. | <input type="checkbox"/> | Leaving prison. | <input type="checkbox"/> |
| Loss of tied accommodation. | <input type="checkbox"/> | Need sheltered / Very sheltered accommodation. | <input type="checkbox"/> |
| Need supported housing. | <input type="checkbox"/> | No permanent home. | <input type="checkbox"/> |
| Overcrowding. | <input type="checkbox"/> | Poor condition of present property. | <input type="checkbox"/> |
| Racial harassment. | <input type="checkbox"/> | Refugee. | <input type="checkbox"/> |
| Relationship breakdown. | <input type="checkbox"/> | To be independent. | <input type="checkbox"/> |
| To be near amenities. | <input type="checkbox"/> | To be nearer to work. | <input type="checkbox"/> |
| To move nearer to family / friends. | <input type="checkbox"/> | To purchase a home. | <input type="checkbox"/> |
| Would like a smaller property. | <input type="checkbox"/> | Other. | <input type="checkbox"/> |

If other, please specify.

If homeless or expecting to be, please confirm date. //

IMPORTANT: Optional opportunity to explain in your own words your reasons for wishing to move and any other relevant information you would like taking into consideration.

IMPORTANT: This is your opportunity to explain your housing situation in detail and ensure you are assessed correctly. If you do not have enough space to complete your answer in full, please continue on page 23 or attach a separate sheet to this application form.

Where Would You Like To Live

Please be aware, that to have an official local connection you must have 2 or more connections to each area. If you are unsure of the area you would like to live in Shropshire, you may like to call Shropshire HomePoint.

If you wish to help with future planning of new homes and for nominations to non scheme member landlords, please list up to 4 towns and / or villages you would like to live in Shropshire in order of preference. If you would like to live in Shrewsbury, please list which primary areas.

Please tick any local connection boxes that apply to you or your partner for each area.

	Area 1	Area 2	Area 3	Area 4
Prefer Not to Say.	<input type="checkbox"/>			
Towns or Villages I would like to live in.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Close family live in area who provide or require support.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Currently employed or self employed within 5km of the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have lived in the area 3 of the past 5 years.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have previously lived in the area for 15 continuous years as an adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parents permanently lived in the area at time of your birth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have lived in the area for 5 or more years as a child and attended the local school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written offer of permanent work within 5km of the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can demonstrate 2 years of active community involvement in the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aged over 55 years and have close family member/s living in the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No local connection to this area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legal

Connections

Are you or any of your household employed by a Partner Organisation of the Shropshire HomePoint Scheme, closely related to, in a relationship with an employee, board member or councillor.

If yes, please let us know who and which organisation.

Name.	Organisation.	Connection.
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

A full list of Shropshire HomePoint Partners and Scheme Landlords is available to view on the HomePoint website and available upon request.

Declaration

I declare the information given on this form is true to the best of my knowledge and any information regarding other people has been given with their consent. I understand that any false or misleading information given, may lead to removal from the Housing Register, prosecution and eviction from the property.

I also understand that in compliance with the Data Protection Act 2018 and where legitimately required, Shropshire HomePoint, its Partners and Scheme Member Landlords may now or in the future ask for and share information with other appropriate individuals and organisations. Examples of where this might be necessary include, unspent criminal convictions, anti social behaviour, health information, credit checks, landlord references, nominations and referrals to provide support or other housing solutions.

Information may also be used to inform future strategy of Shropshire Council and Shropshire HomePoint Partnership Landlords and identify housing need and demand in Shropshire.

By signing this declaration, I give permission relating to me and my household to store and email information securely and electronically. I also agree, where applicable, to be contacted in writing, by telephone, using SMS (text) and email.

Primary Applicant Name.	<input type="text"/>	Joint Applicant Name.	<input type="text"/>
Signature.	<input type="text"/>	Signature.	<input type="text"/>
Date.	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date.	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

If this is a joint application, both of you will need to complete your name, sign and date this application form.

Additional Information

If you wish to provide further optional information of your circumstances, please use the space below.

A large, empty rounded rectangular box with a thin black border, intended for providing additional information. The box is currently blank.

Additional Information



Before Submitting Your Application Checklist

Before submitting your application, please check through all of the sections again. Please ensure you have answered all questions including the following Equal Opportunities Monitoring section, have signed and dated the declaration page (both of you if a joint application) and enclosed copies of supporting documents for identity, local connection, finances and housing circumstances for all household members.

The following list of documents must be provided at time of application, to enable your application to be processed. We accepted legible copies of the required documents at time of application. Please be aware, originals of I.D. and supporting documents will be checked again before an official offer of accommodation is made. Documents can be emailed to enquiries@shropshirehomepoint.co.uk

Documents

- A copy of your driving licence
- Copy of birth certificate or passport.
- Proof of name change or marriage certificate
- Evidence of receipt of child benefits
- A copy of tenancy or licence agreement
- Current valuation of property and mortgage
- Confirmation of tied accommodation
- Council tax bill for local connection
- Evidence of family members local connection to Shropshire (excl. T&W)
- Employment contract
- Proof of benefits including housing benefits
- Proof of savings & assets Inc. bank accounts
- Proof of shares, premium bonds and other investments
- Proof of current and savings accounts
- Proof of Income from salary
- Child maintenance and other income.
- Details of self employment income.
- Immigration status.
- Latest rent statement of arrears
- Evidence of Criminal Convictions
- **This is not an exhaustive list of documents that may be required.**

Please tick if you are enclosing documentation regarding the following.

- | | | | |
|---|--------------------------|--|--------------------------|
| I.D. for all applicants moving | <input type="checkbox"/> | Proof of gross salary for all household members aged 18 and over | <input type="checkbox"/> |
| Proof of benefits for all household members | <input type="checkbox"/> | Proof of pensions for all household members | <input type="checkbox"/> |
| Proof of residence and local connection, including via a relative or employment | <input type="checkbox"/> | Proof of care / Support arrangements. | <input type="checkbox"/> |
| Housing Health and Safety Rating Assessment. | <input type="checkbox"/> | Proof of leaving care. | <input type="checkbox"/> |
| Immigration status documents. | <input type="checkbox"/> | Pregnancy MATB1 form. | <input type="checkbox"/> |
| Proof of fostering / adoption arrangements. | <input type="checkbox"/> | Proof of period of service in British Armed Forces. | <input type="checkbox"/> |
| Proof of discharge from British Armed Forces. | <input type="checkbox"/> | Proof of harassment. | <input type="checkbox"/> |
| Confirmation of unspent convictions. | <input type="checkbox"/> | Occupational therapist's report. | <input type="checkbox"/> |
| Other supporting documents. | <input type="checkbox"/> | | |

If other, please give details.

If you have received a Notice to Quit or a repossession order, please email a copy to housingoptions@shropshire.gov.uk

Equal Opportunities Monitoring

Shropshire HomePoint aims to ensure its services are accessible to all and applicants are treated fairly. To help us do this, would you please complete the details below. This information is kept confidential.

Sexual Orientation

As the primary applicant how would you describe your sexual orientation.

Bisexual.	<input type="checkbox"/>	Gay Man.	<input type="checkbox"/>
Lesbian.	<input type="checkbox"/>	Heterosexual.	<input type="checkbox"/>
Prefer Not to Say.	<input type="checkbox"/>		

Ethnic Origin

As the primary applicant, how would you describe your ethnic origin.

White

British.	<input type="checkbox"/>
Irish.	<input type="checkbox"/>
Other White.	<input type="checkbox"/>

Chinese

Chinese.	<input type="checkbox"/>
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Black or Black British

African.	<input type="checkbox"/>
Caribbean.	<input type="checkbox"/>
Other Black.	<input type="checkbox"/>

Prefer Not To Say

Prefer Not to Say.	<input type="checkbox"/>
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Asian or Asian British

Bangladeshi.	<input type="checkbox"/>
Indian.	<input type="checkbox"/>
Pakistani.	<input type="checkbox"/>
Other Asian.	<input type="checkbox"/>

Mixed

White and Asian.	<input type="checkbox"/>
White and Black African.	<input type="checkbox"/>
White and Black Caribbean.	<input type="checkbox"/>
Other Mixed.	<input type="checkbox"/>

Other

Gypsy / Romany / Irish Traveller.	<input type="checkbox"/>
Other.	<input type="checkbox"/>

Faith

As the primary applicant, how would you describe your faith.

Atheist.	<input type="checkbox"/>	Agnostic.	<input type="checkbox"/>	Buddhist.	<input type="checkbox"/>
Christian (all denominations).	<input type="checkbox"/>	Hindu.	<input type="checkbox"/>	Jewish.	<input type="checkbox"/>
Muslim.	<input type="checkbox"/>	Sikh.	<input type="checkbox"/>	Other Faith.	<input type="checkbox"/>
Prefer Not to Say.	<input type="checkbox"/>				

Useful Information - Please Tear Off and Keep

Please tear off and keep this Useful Information document before returning your application. HomePoint will contact you shortly to confirm your Reference Number and Registration Date. We recommend you record them on this sheet and keep it safe.

Your Name. Reference Number. Registration Date.

What is Shropshire HomePoint

HomePoint is not a Landlord, it is principally an online choice-based accommodation scheme, a partnership between Shropshire Council and leading Housing Associations and Landlords in Shropshire.

The scheme is responsible for managing the Shropshire Housing Register, also known as the 'Housing Waiting List' and advertises available affordable housing to rent, swap, share and buy across Shropshire. Increasingly HomePoint markets private sector properties for rent and sale to provide a total one-stop solution for those in housing need.

Housing in Shropshire

If you have access to the internet, you may like to go online and view our 'How to Use Website' video guide, brochure, frequently asked questions and other useful information documents. Shropshire HomePoint strongly recommends you consider all potential housing options available to you.

To help you do this, you may like to visit the HomePoint website and click on the link to Shropshire Council's online Housing Solutions, where you can complete and download a preliminary Action Plan of potential housing solutions available to you. If you need further assistance, please contact HomePoint directly.

An Overview Of How Shropshire HomePoint Works

You complete a HomePoint paper / online application form and supply copies of any relevant documents. Copies of documents can be sent by post or email. To prevent email correspondence being sent to your junk mail folder, please add enquiries@shropshirehomepoint.co.uk to your electronic contacts list.

- HomePoint will check if you are eligible to join the Housing Register. If you are eligible, your need for housing will be assessed according to categories called 'Bands'. Bands are numbered one to seven and awarded according to your housing need as assessed by the Shropshire Council Affordable Housing Allocation Policy and Scheme 2022. Once registered, you will be informed by email or letter of your Shropshire HomePoint reference number, your band, your band date and your bedroom entitlement.
- Available properties are predominantly advertised on the website. Once you have your reference number you can apply for (bid) 1 affordable / social rented property per week. The Property Cycle runs from a Wednesday until midnight the following Tuesday. You have 7 days to bid, so there is no need to rush.

For other types of property advert, houseshares, low cost home ownership, mutual exchanges and private sector properties, these are advertised until a successful applicant is found. You can bid for as many of these properties as you like.

IMPORTANT: If you are in housing debt, please seek advice immediately. It could jeopardize your home or prevent you from being offered a property.

- The successful applicant will be the one in the highest band, with the longest band waiting time and assessed as eligible for the property. It is the Landlord and not HomePoint that allocates the property.
- If successful, you will be asked to view the property. If you like the property, have the deposit if required, supplied the necessary documentation, pass the verification and reference checks by the Landlord, you may be offered the property. It is important you are prepared if an offer is made.
- The Landlord will ask you to move in on an agreed date and you will need to sign a tenancy agreement or exchange contracts if purchasing the property.
- Once you sign your tenancy agreement, your application with HomePoint is closed. If you wish to re-join the Housing Register you will need to complete a new application and start again.
- If you have not heard from the Landlord within about two weeks of the end of the property cycle, it probably means you have not been successful. Property results are published on the HomePoint website for you to review.

Ways To Apply (Bid) For A Property

Once you have registered with HomePoint, you can apply for properties in the following ways.

- Log onto the HomePoint Website at www.shropshirehomepoint.co.uk
- Call the automated 24 hour bidding line on 0345 520 2505
- Apply by text message from your mobile phone on 07860 015 237
Example 15432 01/01/1970 2134
Reference Number (**space**) D/O/B (**space**) Property Reference Number
- Write into HomePoint
- Telephone HomePoint on 0300 303 8595

Documents Needed At Point of Application and Point of Offer

Shropshire HomePoint and each landlord will carry out verification checks at the point of application and offer to confirm the information and documents you have given are correct and up to date. It is important you inform us if your circumstances change.

Checks will include.

- | | |
|---------------------------------|------------------------|
| • Household composition. | • Rent arrears. |
| • Unspent criminal convictions. | • Credit checks. |
| • Anti social behaviour. | • Landlord references. |

The documents required for all household members, will depend upon your current situation and will include the following.

- 2 x Proof of Identity including 1 x Photo Identification.
- 2 x Proof of Address dated within the past 3 months.
- Proof of Local Connection.
- Proof of Income.
- Proof of Benefits.
- Proof of Savings & Assets.
- Proof of Care & Support.
- Immigration Status.
- Latest Rent Statement.



Telephone. 0300 303 8595
Website. www.shropshirehomepoint.co.uk
Email. enquiries@shropshirehomepoint.co.uk

IMPORTANT: If your circumstances or contact details change, you must notify HomePoint immediately. If your details are not fully up to date, Landlords will not make an offer of accommodation.