

Eligibility Application form – Discount Market Sale Properties

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| **Applicant details** | **Applicant 1** | | | **Applicant 2** | | |
| **Title** | **Mr/Mrs/Ms/Miss** | | | **Mr/Mrs/Ms/Miss** | | |
| **First Name** |  | | |  | | |
| **Middle Names** |  | | |  | | |
| **Last Name** |  | | |  | | |
| **Date of Birth** |  |  |  |  |  |  |
| **Contact numbers** |  | | |  | | |
| **Home** |  | | |  | | |
| **Work** |  | | |  | | |
| **Mobile** |  | | |  | | |
| **E-mail address** |  | | |  | | |
| **Relationship between applicants** |  | | |  | | |
| **Current address** |  | | |  | | |
| **Postcode** |  | | |  | | |
| **Date moved to this address** |  | | |  | | |
| **\*Previous address** |  | | |  | | |
| **Postcode** |  | | |  | | |
| **Date moved to this address** |  | | |  | | |

**\*If addresses do not cover the last 5 years continue on a separate sheet.**

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| **Who else will be living with you?** |  | | | |
| **Name** | **Gender** | **Date of birth** | **In work?** | **Relationship to applicant** |
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| **Where do you work** | **Applicant 1** | **Applicant 2** |
| **Town** |  |  |
| **Parish or Ward** |  |  |
| **Are you working?** | **Yes/No** | **Yes/No** |
| **Job title/Occupation** |  |  |
| **Employers Name** |  |  |
| **Employers Address** |  |  |

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| **Applicant details** | **Applicant 1** | **Applicant 2** |
| **Employers telephone number** |  |  |
| **Are you permanently employed?** | **Yes/No** | **Yes/No** |
| **Are you self-employed?** | **Yes/No** | **Yes/No** |
| **Are you on a fixed term contract?** | **Yes/No** | **Yes/No** |
| **How long have you worked for your current employer?** |  |  |
| **How long have you worked in the Parish in total?** |  |  |
| **Previous employer details and dates worked from and to.** |  |  |

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| **Income** | **Applicant 1** | **Applicant 2** |
| **Annual Income before deductions** | **£** | **£** |
| **Total amount of savings and capital** | **£** | **£** |
| **Other income (give details – overtime etc)** | **£** | **£** |
| **Monthly Income** | **£** | **£** |
| **Working Tax Credits** | **£** | **£** |
| **Child Tax Credits** | **£** | **£** |
| **Child Benefit** | **£** | **£** |
| **Child Benefit** | **£** | **£** |
| **Guaranteed Child Maintenance** | **£** | **£** |

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| **Outgoings** | **Applicant 1** | **Applicant 2** |
| **Total balance of all loans with more than 6 months to run** | **£** | **£** |
| **Total monthly payments on all loans (only include student loan if you have stated to repay)** | **£** | **£** |
| **Total outstanding on all credit/store cards** | **£** | **£** |
| **Total rent or mortgage payments** | **£** | **£** |
| **Total all other outgoings (electric etc)** | **£** | **£** |
| **Have you had a County Court Judgement (CCJ) in the last 3 years?** | **Yes/No** | **Yes/No** |

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| **Savings/Deposits** | | |
| Please state your own current savings here: | £ | £ |

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| **Current housing circumstances Are you currently** | **Applicant 1** | **Applicant 2** |
| **A council tenant?** |  |  |
| **A Housing Association Tenant?** |  |  |
| **Renting from your employer?** |  |  |
| **Living with family or friends?** |  |  |
| **Renting privately?** |  |  |
| **A current home owner?** |  |  |
| **A shared owner or have an equity stake in a home?** |  |  |
| **Homeless or temporarily housed?** |  |  |

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|  | **Applicant 1** | **Applicant 2** |
| **If you are currently renting, please give the name of your landlord** |  |  |
| **Landlords Telephone number** |  |  |
| **Landlord’s Address and postcode** |  |  |

**Only complete this section if you are a current homeowner**

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| **Applicant details** | **Applicant 1** | **Applicant 2** |
| **What is the reason for your application? (relationship breakdown – unable to meet mortgage payments)** |  |  |
| **How much equity do you think you have?** | **£** | **£** |
| **Is your property on the market?** | **Yes/No** | **Yes/No** |
| **Has the property been sold?** | **Yes/No** | **Yes/No** |

**Important information and declaration All applicants must sign this page**

Mid Devon District Council will only use the given personal data of all applicants for the purpose of processing your application for housing and will hold your information in accordance with The Data Protection Act 2018 and UK GDPR Respectively.

All information you give us on this form (and information resulting from contact with your landlord and/or employer) may be shared with the same only for the purpose of to this application.

All information will be treated in the strictest confidence. We, other Homebuy Agents, partner housing associations and developers reserve the right to take up any references relating to applicants as we consider necessary and may also search the files of any credit reference agency which will keep a record of any such request.

We must protect the public funds we handle and so may use the information you have provided on this form to prevent and detect fraud. Under Schedule 2 Part One of the Data Protection Act 2018, the information may be disclosed for purposes of crime prevention and detection.

We may also share this information for the same purposes with other organisations who can help you find a home. The information may be used for statistical surveys, which means we may pass this information in confidence to the Ministry of Housing, Communities and Local Government (MHCLG), Homes & Communities Agency, local authorities, housing associations, developers and agencies working on our and their behalf.

Declaration: It is a criminal offence to knowingly or recklessly make a false declaration or withhold information reasonably required in connection with your application. I/We have read the above and confirm that I/we have provided accurate and up to date information relating to my/our application for home ownership. We understand that if it is found that false information has been given to obtain housing either knowingly or recklessly, appropriate legal action may be taken. (Translation service available if required).

I/We understand that if I/we are a council, housing association or other public sector tenant, I/we will be required to give up my/our rented home on the day of completion if I/we buy or rent a home through any of the housing associations offering homes.

I/We authorise Mid Devon District Council to pass information to other Homebuy Agents, partners, credit reference agencies, estate agents, financial advisors, housing associations, developers and mortgage lenders.

**Signed:** -------------------------------------- **Date:** ------------------------------------------

(First Applicant)

**Signed:** -------------------------------------- **Date:** ------------------------------------------

(Second Applicant)

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| *It is against the law and our equal opportunities policy to discriminate against anyone because of their gender, colour, race, religion, disability or sexual orientation. In order to ensure that we do not discriminate, we need to keep records. If you choose not to answer any of these questions it will not affect your application in any way. Sensitive personal data such as ethnic origin and physical or mental*  *disabilities are required under the Equal Opportunities Monitoring statute.* | | |
|  | **Applicant 1** | **Applicant 2** |
| **How would you describe your ethnic origin?**  Asian or Asian British  Indian Pakistani Bangladeshi  Any other Asian background  Black or Black British  Caribbean  African  Any other Black background  Chinese  Mixed  White & Asian  White & Black African White & Black Caribbean  Other Ethnic Group  White  British  Irish  Any other White background  Prefer not to state  **What is your sexual orientation?**  Bisexual/Gay man/Gay woman/Lesbian  Straight/Heterosexual  Prefer not to state  **What is your religion?**  Atheism/Buddhism/Christianity/Hinduism Islam/Judaism/Sikhism/Other  No religion  Prefer not to state  **What is your nationality?** |  |  |

**Any additional information**