

Social Homebuy

Application form for a tenant wishing to buy their home

Please read these notes carefully before completing this form:

You may use this form to apply to buy your home under Social Homebuy, providing you are an assured or secure tenant of Southern Housing Group. We strongly advise you to get independent legal and financial advice before completing any purchase. Please note that you are responsible for paying any costs involved.

You must answer all questions as fully as possible, including providing contact phone numbers and details of your savings. If you return an incomplete form, it may delay the processing of your application. Be aware that if you provide any false information you could later be prosecuted.

Please return the completed form to: **The Home Ownership Department, Southern Housing Group, Fivash House, 9 Denne Parade, Horsham, West Sussex RH12 1JW**. If you have any questions about your application, contact the home ownership team on **08456 120 061**.

Important note We have a duty to protect the public funds we handle, so we may use the information you have provided on this form to prevent and detect fraud. We may share this information, for the same purpose, with other organisations that handle public funds. The information may also be used for statistical surveys, which means we may pass this information, in confidence, to Communities and Local Government and agencies working on our and their behalf.

The property you wish to buy

Address
Postcode
Name of your landlord

The current tenants

Give details of all the current tenants for this property, whether or not they are still living there. (A tenant is anyone listed in your tenancy agreement or any formal update to it.)			
Surname	Other names	Is this their only or main home?	Do they wish to buy?
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Note To apply for Social Homebuy, you must be living at the property as your only or main home. However, if more than one person is applying, only one of the purchasing tenants has to be living there.

If one of the joint tenants doesn't want to be included in the purchase, they must sign their agreement (see back page). Their tenancy will end when you buy the property.

Family members wishing to buy the property with you

Give details of any member of your family who is not a tenant, but who wishes to buy the property with you. You can buy your home with up to three family members, including your spouse/civil partner or a partner you aren't married to, but the property must be their only or main home and they must have been living with you for the past 12 months.

Surname	Other names	Is this their only or main home?	Have they lived with you for the past 12 months?
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Relationship to main applicant	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Relationship to main applicant	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Relationship to main applicant	

Income and outgoings Please include details for **all** the applicants wishing to buy

	Name	Age	Occupation	Gross annual income
Applicant 1				£
Applicant 2				£
Applicant 3				£
Applicant 4				£

	Net annual income	Any bonus/profit share
Applicant 1	£	£
Applicant 2	£	£
Applicant 3	£	£
Applicant 4	£	£

	Other regular income (eg family allowance, pension, maintenance, Housing Benefit, Child or Working Tax Credit)	Are you self-employed?
Applicant 1	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
Applicant 2	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
Applicant 3	£	Yes <input type="checkbox"/> No <input type="checkbox"/>
Applicant 4	£	Yes <input type="checkbox"/> No <input type="checkbox"/>

Please attach copies of your payslips for the past two months and proof of your Child or Working Tax Credit, showing amounts received.

	Monthly outgoings			
	Rent	Bank loan, credit cards, HP, catalogues	Council Tax, utility bills, phone bills	Other monthly outgoings, eg maintenance
Applicant 1	£	£	£	£
Applicant 2	£	£	£	£
Applicant 3	£	£	£	£
Applicant 4	£	£	£	£

Don't forget you will be responsible for the legal costs involved in purchasing the property, as well as for ongoing maintenance and upkeep.

Savings and assets Please include savings details for **all** the applicants wishing to buy

	Savings institution	Amount saved
Applicant 1		£
		£
Applicant 2		£
		£
Applicant 3		£
		£
Applicant 4		£
		£

If you have no savings, but will be able to raise money from other sources (for example, a family loan) please give details here:

Qualifying for the scheme

To qualify for the scheme you must have been a public sector tenant or an armed forces occupier (or a combination of the two) for two years, unless you first became a tenant on or after 18 January 2005, when the period is five years. You don't need to have lived in your present home for all this time.

You may also be able to count time you spent living with a public sector tenant. For example, if you were their spouse/civil partner or unmarried partner. And if, after the age of 16, you lived with one of your parents who was a public sector tenant, the time may count if you took over their tenancy.

Give dates when you were qualifying for the scheme	Address you lived at	Name of landlord

Signatures Remember that you can be prosecuted for making a false statement

To be completed by the applicants To the best of my knowledge, the information given on this form is true.			
1. Signature		Tenant <input type="checkbox"/>	Family member <input type="checkbox"/>
Surname		Other names	
Daytime phone		Mobile	
Email address			Date
2. Signature		Tenant <input type="checkbox"/>	Family member <input type="checkbox"/>
Surname		Other names	
Daytime phone		Mobile	
Email address			Date
3. Signature		Tenant <input type="checkbox"/>	Family member <input type="checkbox"/>
Surname		Other names	
Daytime phone		Mobile	
Email address			Date
4. Signature		Tenant <input type="checkbox"/>	Family member <input type="checkbox"/>
Surname		Other names	
Daytime phone		Mobile	
Email address			Date

To be completed by tenants who do not wish to buy I do not wish to claim Social Homebuy. I agree to the purchase going ahead. I understand my tenancy will end if the property is purchased.			
Signature	Surname	Other names	Date