

FOR OFFICE USE ONLY:

Reg No _____

Bedroom category: BS/1B/2B/3B
4B/5B/6B/7B

Source of referral:

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Transfer (Disc.) | <input type="checkbox"/> Tenant applied directly | <input type="checkbox"/> Other social landlord | <input type="checkbox"/> Social services |
| <input type="checkbox"/> Police/probation/prison | <input type="checkbox"/> CMHT | <input type="checkbox"/> Health service | <input type="checkbox"/> Voluntary agency |
| <input type="checkbox"/> Youth offending team | <input type="checkbox"/> Other (specify) <input type="text"/> | | |

Housing Application

Any applicant obtaining housing by making a false or misleading statement may have their tenancy terminated.

- Please tick this box if you wish to apply for sheltered housing.
To qualify for sheltered housing you must be 55 years or older.

If you need the council to provide any of the following in order to communicate with you, please indicate below.

- Spoken language interpreter (*specify language below)
- Written translation (*specify language below)
- British Sign Language interpreter
- Large print
- Audio tape
- Audio CD
- Braille

*Language required _____

Please answer all questions and make sure you sign the declaration on page 25.

IF YOU DO NOT FULLY COMPLETE ALL SECTIONS WE WILL BE UNABLE TO ASSESS YOUR APPLICATION.

Section A Personal details

1 Name(s) and contact details for person(s) applying (must be aged 18 years or over)

Details of applicant (1)

Title Mrs Ms Miss Mr
 Other (please state) _____

Surname _____

First names _____

Home phone no. _____

Work phone no. _____

Mobile phone no. _____

Email _____

Alternative number if we need to contact you _____

Details of joint applicant (where applicable) (2)

Title Mrs Ms Miss Mr
 Other (please state) _____

Surname _____

First names _____

Home phone no. _____

Work phone no. _____

Mobile phone no. _____

Email _____

Alternative number if we need to contact you _____

Please provide at least one telephone number and tick the method you would prefer us to use if we need to contact you.

2 Present address

Please provide details of your current address.

Applicant (1)

Present address

Postcode

Borough/local authority

Date moved to this address

Joint applicant (where applicable) (2)

Present address

Postcode

Borough/local authority

Date moved to this address

3 Is this address your only residence?

(if you have answered No - please provide further details)

Applicant

Yes No

Joint applicant

Yes No

4 Your household

Please give details of ALL the people you wish to include in your application.
The first line is reserved for the main applicant, the second line for the joint applicant.

Surname	First name	Relationship to applicant 1, e.g. husband, wife, son, daughter, civil partner, etc	Male or female	Date of birth	Office use EO code
MAIN APPLICANT	MAIN APPLICANT				
JOINT APPLICANT	JOINT APPLICANT				

5 (i) Are any of the children included in the application subject to a private fostering arrangement? Yes No

Private fostering is an arrangement when a child under 16 (under 18 if disabled) is cared for by an adult who is not an immediate relative, and is provided with accommodation for 28 days or more through this private arrangement.

If Yes, please give the names of the children _____

(ii) Have you advised the council's department for Education and Social Services of this arrangement? Yes No

If Yes, please provide date of contact _____
Name of contact _____

6 If you have a social worker, CPN or support worker, please provide their name and contact details.

Name _____
Address _____
Telephone no. _____
Mobile phone no. _____
Email _____

7 Are all of the people listed in Question 4 currently living with you? Yes No

If No, please provide the following information

Name	Present address	Reason for not living with you

Please continue on a separate sheet, if necessary

8 Please give details of any parental agreement which requires access to child(ren) outside of the usual household

Name of child(ren)
Relationship to whom
Access details

9 Are you or any of the people listed on the application pregnant? Yes No

If Yes, please provide the following information

Name of person who is pregnant _____	Date the baby is due _____
--------------------------------------	----------------------------

10 Do you or anyone included on this application currently own pets? Yes No

If Yes please specify type of pet and how many you have _____

11 If you are a Wandsworth Council tenant or Housing Association tenant, who is under occupying (i.e. have at least one spare bedroom), please provide the following information about any former household members who are no longer living with you.

Name	Present address	Date of birth	Date they left the household

12 If you have a spare bedroom, has your housing benefit been reduced? Yes No

Section B Your accommodation

1 **Are you currently** (Please tick one box only):

- | | |
|---|--|
| <input type="checkbox"/> A Wandsworth council tenant (non-sheltered housing) | <input type="checkbox"/> Living in a children's home/foster care |
| <input type="checkbox"/> A Wandsworth council tenant (sheltered housing) | <input type="checkbox"/> Living in tied accommodation or rented with job |
| <input type="checkbox"/> A council tenant (non-sheltered housing) - other | <input type="checkbox"/> Living in a hostel |
| <input type="checkbox"/> A council tenant (sheltered housing) - other | <input type="checkbox"/> Living in bed and breakfast |
| <input type="checkbox"/> A housing association tenant (non-sheltered housing) | <input type="checkbox"/> Living in any other temporary accommodation |
| <input type="checkbox"/> A housing association tenant (sheltered housing) | <input type="checkbox"/> In hospital |
| <input type="checkbox"/> Living in a residential care home | <input type="checkbox"/> In prison |
| <input type="checkbox"/> Living in housing for older people | <input type="checkbox"/> Living in a probation hostel |
| <input type="checkbox"/> A private tenant | <input type="checkbox"/> Living in supported housing |
| <input type="checkbox"/> An owner occupier | <input type="checkbox"/> Living in a women's refuge |
| <input type="checkbox"/> A shared ownership owner occupier | <input type="checkbox"/> Living in a mobile home/caravan |
| <input type="checkbox"/> Living with relatives | <input type="checkbox"/> A rough sleeper |
| <input type="checkbox"/> Living with friends | <input type="checkbox"/> In HM Forces accommodation |

Other (please specify) _____

2 **If you are a tenant:**

(i) **What type of tenancy do you have? (This should be written on your tenancy agreement, if you have one)**
(Please tick one box only)

- | | |
|--|--|
| <input type="checkbox"/> Secure tenancy (inc. flexible tenancy) | <input type="checkbox"/> Assured tenancy |
| <input type="checkbox"/> Assured shorthold tenancy (supported housing) | <input type="checkbox"/> Assured shorthold tenancy (other) |
| <input type="checkbox"/> Licence agreement (supported housing/almshouses only) | <input type="checkbox"/> Starter / introductory tenancy |

Other (please specify) _____

(ii) **If you are NOT a Wandsworth Council tenant, what is your landlord's name and address?**
(This should be written in your tenancy agreement if you have one)

(iii) **If you are living with a friend or relative, what is their name and what is their relationship to you?**

3 **If you are a tenant of a Registered Provider of Social Housing (e.g. housing association) are you registered on your landlord's transfer waiting list?**

Yes No

IF YOU ARE NOT IT IS UNLIKELY THAT YOU WILL QUALIFY FOR SOCIAL HOUSING IN WANDSWORTH.

If you are not registered for a transfer please tell us why

4 (i) How many bedrooms does your current home have?

(ii) Please give details of your present accommodation and tell us if you share any rooms with people who are not included on this application:

IF YOU DO NOT COMPLETE THIS SECTION WE WILL BE UNABLE TO ASSESS YOUR APPLICATION.

Description	Who uses this room	Date of birth	Relationship to applicant	Shared
Bedsit/bedroom 1				
Bedroom 2				
Bedroom 3				
Bedroom 4				
Bathroom/WC				
Living room 1				
Living room 2				
Open plan kitchen and living area				
Kitchen				

5 Previous addresses

Please provide details of addresses where you have lived during the last two years, starting with the most recent.

Applicant (1)	Applicant (2) / Joint applicant (where applicable)
Address	Address
Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Local authority	Local authority
From <input type="text"/> To <input type="text"/>	From <input type="text"/> To <input type="text"/>
Reason for leaving	

Applicant (1)	Applicant (2) / Joint applicant (where applicable)
Address	Address
Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Local authority	Local authority
From <input type="text"/> To <input type="text"/>	From <input type="text"/> To <input type="text"/>
Reason for leaving	

Please continue on a separate sheet if necessary.

Section C Local Connection

If you are a Wandsworth Council tenant seeking a transfer please go to Section D (page 10).

Please answer the following questions so that we can establish if you have a local connection with Wandsworth.

1 Do you or anyone included in this application live in Wandsworth? Yes No

2 If no, have you or anyone included in your application ever lived in Wandsworth? Yes No

If yes and you have not already provided details in section A or B, please give details here:

Address of property in Wandsworth (including postcode)	Name of applicant(s) / household members(s) included on application who lived there	When did you/ they live there?*	Reason for leaving
		From: To:	

Please continue on a separate sheet if necessary.

* Please give approximate dates if you can't remember exact dates

3 Do you or anyone included in this application work in Wandsworth? Yes No

If yes, please give details:

Name of applicant/ household member	Profession/ job title	Name of employer and telephone number	Address (i.e. where you work)	Employment start date

Please continue on a separate sheet if necessary.

4 (i) Are you or any joint applicant serving in the regular forces?† Yes No

(ii) Have you or any joint applicant served in the regular forces?† Yes No

If yes, have you served in the five-year period immediately preceding this application? Yes No

If yes, please give details:

Name of applicant/ joint applicant	Service number	Dates of service	Reason for leaving (if applicable)

(iii) Was accommodation provided? Yes No

Please continue on a separate sheet if necessary.

(iv) Have you or any joint applicant recently ceased or will you cease to be entitled to reside in accommodation provided by M.O.D. following the death of your spouse or civil partner where they served in the regular forces† and their death was attributable (wholly or partly) to that service? Yes No

(v) Are you or any joint applicant suffering from a serious injury, illness or disability which is attributable to you serving or having served in the reserve forces?‡ Yes No

Definitions (S374 Armed Forces Act 2006): † The 'regular forces' means the Royal Navy, the Royal Marines, the regular army or the Royal Air Force. ‡ The 'reserve forces' means the Royal Fleet Reserve, the Royal Navy Reserve, the Royal Marines Reserve, the Army Reserve, the Territorial Army, the Royal Air Force Reserve or the Royal Auxiliary Air Force.

Section D Eligibility and Qualification

ALL APPLICANTS MUST ANSWER THE QUESTIONS IN THIS SECTION

The Asylum and Immigration Act 1996 places a duty on local authorities to establish whether applicants are eligible for housing within the terms of the Housing Act 1996 as amended. It is necessary, therefore, for you to complete the questions below.

1 Nationality of applicant

- UK national resident in UK*
- UK national returning from residence overseas
- Czech
- Estonian
- Hungarian
- Latvian
- Lithuanian
- Polish
- Slovak
- Slovenian
- Bulgarian
- Romanian
- Other European Economic Area nationality†

Any other nationality (please specify) _____

*UK means England, Scotland, Wales and Northern Ireland.

†Other European Economic Area (EEA) countries are Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, Malta, Netherlands, Portugal, Spain, Sweden, Iceland, Liechtenstein, Norway and Switzerland.

2 Do you or any other person included in your application require permission to enter or remain in the UK under the Immigration Act, 1971?

If No, please go to Question 4.

3 (i) Are you an Asylum Seeker?

If No, please go on to answer Question 4.

You will be required to provide documentary evidence at a later stage.

(ii) On what dates did you, or any other person included in your application:

- a) enter the UK
- b) make an application as an Asylum Seeker

(iii) Do you have exceptional leave to enter or remain in the UK, without any condition preventing recourse to public funds?

(iv) Do you have leave to enter or remain in the UK that is not subject to a condition requiring you to maintain and accommodate yourself and your dependents without recourse to public funds?

(v) Has the home office granted you or any other person in your application any leave to remain until a certain date?

- (vi) **If Yes, please give:** a) name of person(s)
- b) date until which you/they have leave to remain

	Applicant	Joint applicant (where applicable)	Other house- hold member
	<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"/> 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

(vii) If your leave, or that of any person included in your household, is about to expire (within at least a month) have you/they applied for an extension?

Please supply a copy of the application to extend leave and any confirmation from the home office that your application is being dealt with.

4 (i) Are you or any person included in your application a visitor to the UK or an overseas student with a limited leave to enter or remain in the UK on the basis that you have no recourse to public funds?

(ii) Are you or any person included in your application a person with a valid leave to enter or remain in the UK with some form of limitation or conditions.

(iii) Are you or any person included in your application a person who is in the UK illegally, or who has overstayed their leave?

5 (i) Have you or anyone else included in your application been in any lawful employment since your arrival in the UK?

(ii) Are you or anyone else included in your application currently in employment?

(iii) Have you or anyone else included in your application been working continuously for the last 12 months?

(iv) Are you or anyone else included in your application registered as self-employed?

	Applicant	Joint applicant (where applicable)	Other household member
(vii) If your leave, or that of any person included in your household, is about to expire (within at least a month) have you/they applied for an extension?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4 (i) Are you or any person included in your application a visitor to the UK or an overseas student with a limited leave to enter or remain in the UK on the basis that you have no recourse to public funds?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
(ii) Are you or any person included in your application a person with a valid leave to enter or remain in the UK with some form of limitation or conditions.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
(iii) Are you or any person included in your application a person who is in the UK illegally, or who has overstayed their leave?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5 (i) Have you or anyone else included in your application been in any lawful employment since your arrival in the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
(ii) Are you or anyone else included in your application currently in employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
(iii) Have you or anyone else included in your application been working continuously for the last 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
(iv) Are you or anyone else included in your application registered as self-employed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have ticked the 'Other household member' box anywhere in Section D please provide the question number and the applicant's name here:

Please provide your immigration documents to confirm your immigration status.

6 Have you ever been evicted?

If Yes, please give details. If No, please go to Question 9 (below).

Applicant	Joint applicant (where applicable)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Name of household member _____	Name of household member _____
Name of landlord _____	Name of landlord _____
Address of property evicted from _____	Address of property evicted from _____
_____	_____
Date of tenancy: from _____ to _____	Date of tenancy: from _____ to _____

7 Why were you evicted from the address?

- Rent/mortgage arrears
 Noise
 Harassment
 Other threatening or violent behaviour
 Animal nuisance
 Drug related
 Alcohol related
 Domestic violence or abuse
 Other

If Other, please give details _____

8 (i) Have you or anyone on this application been involved in any of the types of anti-social behaviour detailed above?

Yes No

If Yes, please give details.

(ii) If so did this result in legal action other than eviction?

Yes No

If Yes, please give details.

(iii) Have you been served within the last year with a notice for breach of your tenancy conditions?

If Yes, please give details.

Applicant	Joint applicant (where applicable)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

(iv) Has any person who shared a property with you left because you were violent or abusive towards them or a person associated with them?

If Yes, please give details.

Applicant
 Yes No

**Joint applicant
(where applicable)**
 Yes No

(v) Have you or a member of your household been involved in any types of anti social behaviour listed at Q.8 above?

If Yes, please give details.

Applicant
 Yes No

**Joint applicant
(where applicable)**
 Yes No

9 (i) Do you have a record of failure to pay rent?

If Yes, please give details including the total amount of rent arrears.

Applicant
 Yes No

**Joint applicant
(where applicable)**
 Yes No

(ii) Have you ever owed more than four weeks rent in the past two years?

If Yes, please give details.

Applicant
 Yes No

**Joint applicant
(where applicable)**
 Yes No

(iii) What is the current level of your rent arrears (if any)?

Total: £

10 Have you, within the last 10 years, obtained or attempted to obtain housing or other housing-related services, welfare benefits or public funds, from any public body in the UK, by making a false or misleading statement or withholding any information or encouraging someone else to do so on your behalf?

If Yes, please give details.

Applicant
 Yes No

**Joint applicant
(where applicable)**
 Yes No

Section E Disability and Medical Conditions

1 Do you or anybody included in your application have medical conditions or disabilities:

- (i) which are made worse by your current accommodation, or Yes No
- (ii) which would affect the type of accommodation we may offer you? Yes No

**IF THE ANSWER IS YES, WE WILL SEND YOU A MEDICAL ASSESSMENT FORM.
YOU DO NOT NEED TO GET A MEDICAL CERTIFICATE OR LETTER FROM YOUR DOCTOR OR HOSPITAL.**

2 (i) Do you, or anyone on this application consider themselves to be disabled? Yes No

Under the Equality Act 2010, a person is disabled if he or she has a physical or mental impairment, which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities. The term 'physical or mental impairment' includes sensory impairment (such as loss of hearing or vision), disfigurement, cancer, HIV, multiple sclerosis and hidden conditions such as mental health conditions, learning disabilities, diabetes and epilepsy.

If Yes, please give name(s) _____

(ii) If you or anyone included on this application has served in the regular forces†, were you/they seriously injured, i.e disabled in action? Yes No

(iii) If you or any joint applicant are serving in the regular forces† are you/they suffering from a serious injury, illness or disability which is attributable to that service? Yes No

(iv) If you or any joint applicant are serving, or has served, in the reserve forces‡ are you/they suffering from a serious injury, illness or disability which is attributable to that service? Yes No

3 Do you, or anyone on this application use a wheelchair? Yes No

If Yes, please give details _____ Name of person(s) _____

- Use wheelchair indoors only _____
- Use wheelchair outdoors only _____
- Use wheelchair indoors and outdoors _____

4 Are you or anyone on this application:

Please tick _____ Name of person(s) _____

- Deaf _____
- Hard of hearing _____
- Blind _____
- Partially sighted _____
- Without speech _____

Definitions (S374 Armed Forces Act 2006): † The 'regular forces' means the Royal Navy, the Royal Marines, the regular army or the Royal Air Force. ‡ The 'reserve forces' means the Royal Fleet Reserve, the Royal Navy Reserve, the Royal Marines Reserve, the Army Reserve, the Territorial Army, the Royal Air Force Reserve or the Royal Auxiliary Air Force.

5 Do you or anyone on this application have any of the long-standing conditions listed below?

Please tick

Name of person(s)

- Speech impairment _____
- Learning disability _____
- Mental health condition _____
- Physical disability _____
- Other long-term condition _____

(e.g. diabetes, multiple sclerosis, heart condition, cancer or HIV)

6 Do you need specially designed or adapted accommodation?

Yes

No

If yes please specify:

Please continue on a separate sheet if necessary.

The council maintains a separate queue (the Physical Disability Queue) for people seeking specially designed or adapted property suitable for those who are physically disabled (including wheelchair users). All applications to the Physical Disability Queue are subject to an assessment by and recommendation from the council's occupational therapy service or the children's occupational therapy service.

Section F Employment, income and finance

1 Are you, or anyone aged 16 years or over included in this application, working more than 24 hours per week in paid employment?

Yes No

If yes, please provide details below:

Name		
National Insurance number		
Profession/Job Title		
Name of employer		
Address of employer		
Number of hours worked per week		

Please continue on a separate sheet if necessary

2 What benefits are you in receipt of?

Please continue on a separate sheet if necessary

3 Do you (applicant and joint applicant) have any savings? Yes No

If Yes, how much?

Applicant	Joint applicant (where applicable)
£ <input type="text"/>	£ <input type="text"/>

4 Please tell us the gross annual income (i.e. all income, excluding income from benefits, received each year before tax) of everybody aged 16 or over included in this application.

The first line is reserved for the main applicant, the second line for the joint applicant (if applicable).

Surname	First name	Gross annual income
MAIN APPLICANT		
JOINT APPLICANT		

Please continue on a separate sheet if necessary

Home Ownership

5 (i) Do you own or jointly own accommodation (including shared ownership accommodation) in the UK or elsewhere?

(ii) Do you have a legal right to occupy accommodation in the UK or elsewhere (other than as a tenant or a licensee)?

(iii) Do you receive any income from this property?

Applicant	Joint applicant (where applicable)
<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

If Yes, please give details, continue on a separate sheet if necessary _____

--

Section G Area Preference

The borough of Wandsworth is made up of three constituencies, which are each made up of a number of wards:

BATTERSEA

Balham, Fairfield, Latchmere, Northcote, Queenstown, St Mary's Park, Shaftesbury

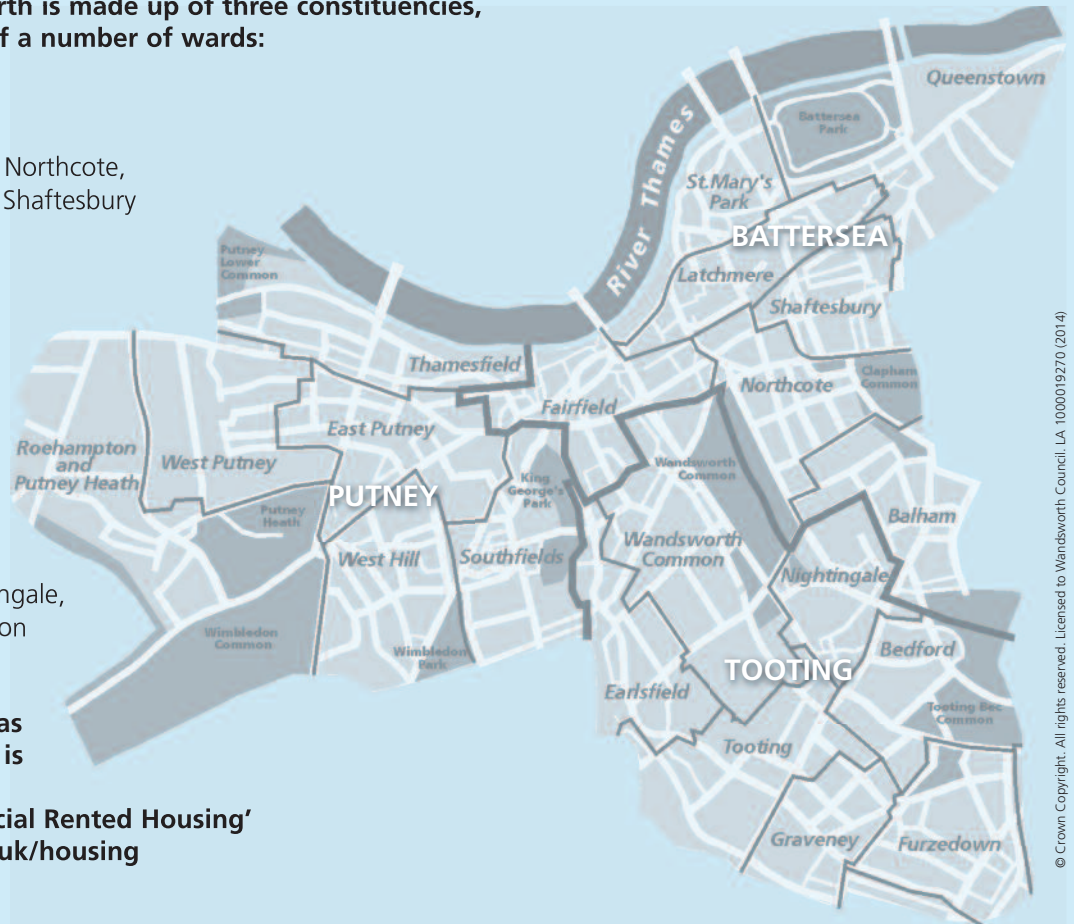
PUTNEY

East Putney, Roehampton and Putney Heath, Southfields, Thamesfield, West Hill, West Putney

TOOTING

Bedford, Earlsfield, Furzedown, Graveney, Nightingale, Tooting, Wandsworth Common

Information about the areas and wards in the borough is available on the council's website, see 'Access to Social Rented Housing' at www.wandsworth.gov.uk/housing



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Part I: Sheltered housing applicants ONLY

Non-sheltered housing applicants please go to Part II on page 20.

ONLY COMPLETE PART I IF YOU WISH TO BE CONSIDERED FOR SHELTERED HOUSING

The sheltered housing schemes in Wandsworth are listed (by area and ward) on the next two pages.

The number of apartments in each scheme is shown in brackets. About half of the sheltered housing schemes in the borough are owned and managed by Registered Social Landlords (housing associations and trusts).

On the next two pages, please indicate the areas, wards or schemes you would be willing to move to by ticking (✓) the relevant boxes and give ONE REASON (your main reason) for selecting that particular area, ward or scheme.

If you would be willing to move to any sheltered housing scheme in a particular area (Battersea, Tooting or Putney) tick (✓) the box next to that area, and give your reason.

If you would be willing to move to any sheltered housing scheme in a particular ward, tick (✓) the box next to that ward and give your reason.

If you would only be willing to move to certain sheltered housing schemes, tick (✓) the boxes next to those schemes and give your reasons.

Information about the council's own sheltered housing schemes (including brochures for each scheme) is available online at www.wandsworth.gov.uk/housing or from Supported Housing Services: phone (020) 8871 8198 / email supportedhousing@wandsworth.gov.uk

PLEASE NOTE: if you do not tick (✓) any of the areas, wards or schemes we will assume that you would be willing to move to any sheltered scheme in the borough.

BATTERSEA AREA Reason: _____

Council sheltered housing schemes

RSL sheltered housing schemes

Balham Ward

Ivor Mayor Lodge (22)

Catherine Baird Court (24), Salvation Army HA

Elizabeth Cooper Lodge (19), Servite Thames

Lovatt Court (20), Servite Thames

Ash Court (12), Methodist Homes HA

Reason for your selection: _____

Fairfield Ward

Hill Lodge (33)

Francis Snary Lodge (31)

Kirton Lodge (21)

Reason for your selection: _____

Latchmere Ward

Doris Emerton Court (66)

John Kirk House (57), Sanctuary

Holmleigh Court (38)

Haven Lodge (24)

Reason for your selection: _____

Northcote Ward

Abysinnia Close (26)

Reason for your selection: _____

Queenstown Ward

Carey Gardens (84)

Elmwood Court (43), Peabody Trust

Reason for your selection: _____

St Mary's Park Ward

Althorpe Mews (29)

Dovedale Almshouses (21),

James Searles Lodge (16)

Dovedale Almshouses Trust

Reason for your selection: _____

Shaftesbury Ward

Reason for your selection: _____

PUTNEY AREA Reason: _____

East Putney Ward

Nursery Close (16)

Burdwood (25), Moat Housing Society

Oak House (24), } Richmond upon

Wickham House (24), } Thames Churches

Carlton Drive (14), } Housing Trust

Reason for your selection: _____

Roehampton and Putney Heath Ward

Lennox (94)

Runnymede Court (49), Hanover

Alton (64)

Hanover Court (30), Hanover

Minstead (33)

Vicarage Court (25), Servite Thames

Riplington Court (26)

Harmony Court (9), Servite Thames

Trinity Court (8), Servite Thames

Reason for your selection: _____

PUTNEY (continued)**Council sheltered housing schemes****RSL sheltered housing schemes** **Southfields Ward** Mantle Court (53), Anchor Trust Shanti Court* (33), ASRA

Reason for your selection: _____

 Thamesfield Ward Chelverton Court (16) Mount Court (40), Home Group Dawes Cottages (12), Sir Abraham
Dawes Almshouses Deer Lodge (8), Home Group

Reason for your selection: _____

 West Hill Ward

Reason for your selection: _____

 West Putney Ward Ashburton (110) Grosse Way and Hepplestone Close (60) Glenthorpe (53) St Margarets Court (20)

Reason for your selection: _____

 TOOTING AREA

Reason: _____

 Bedford Ward Wimborne House (62), Sanctuary Hereward

Reason for your selection: _____

 Earlsfield Ward Anandi House* (10), Wandle

Reason for your selection: _____

 Furzedown Ward Yew Tree Lodge (77) Rambler Close (32) Mary Holben House (49), Servite Thames Tailors Court (25), Sanctuary Hereward

Reason for your selection: _____

 Graveney Ward Washington Court (18) Joshua Oldfield House (23), Sanctuary Hereward Roshni House* (26), ASRA

Reason for your selection: _____

 Nightingale Ward Queen Elizabeth House (39), Wandle

Reason for your selection: _____

 Tooting Ward Cowick Road (63) St. Augustine House (19), Raglan Shaftesbury House (14), Sanctuary Hereward Cooper House (10), Sanctuary Hereward

Reason for your selection: _____

 Wandsworth Common Ward

Reason for your selection: _____

*Schemes for older Asian people.

Please go to page 21.

Part II: Non-sheltered housing applicants

DO NOT COMPLETE PART II IF YOU WISH TO BE CONSIDERED FOR SHELTERED HOUSING

Please read the notes carefully before answering the questions in this section.

1 Why are you applying for housing?

Most of the council's housing stock is situated on housing estates in blocks of flats and we are, therefore, unable to consider requests for a particular type of property or floor level. We will, however, try to take into account any area preferences where there are good reasons, but cannot guarantee to meet your requests in every instance.

If your application is awarded sufficient priority under the council's allocation scheme for you to be made an offer, your chances of being offered a property will be better if you are flexible in your choices of area.

We suggest that you refer to the council's website, see *Access to Social Rented Housing* which has been produced to show you where and how often properties become available. It provides information about the number and size of properties in each part of the borough (ward) and the average let each year.

www.wandsworth.gov.uk/downloads/200126/finding_a_home

We will normally make applicants only one suitable offer of housing and, if you refuse an offer of suitable accommodation, your application will be cancelled.

Furthermore, for a period of two years following your refusal of any offer of suitable accommodation, you will not qualify for social housing in Wandsworth (meaning that any new application you make to be registered on the council's housing queues during that period will be refused) unless there has been a material change in your circumstances so as to make the earlier offer clearly unreasonable in the light of your changed circumstances.

2 Please tick those areas you wish to be considered for and state your reasons for these choices. Refer to the map of Wandsworth on page 17 for more detailed area information.

Tick individual wards or, if you wish to be considered for a whole area, you need only tick the area. For example, if you would like to move to any of the areas listed in Putney, please tick the box next to Putney area.

If no box is ticked we will assume that you wish to be considered for all areas.

BATTERSEA AREA

Balham Ward

Fairfield Ward

Latchmere Ward

Northcote Ward

Queenstown Ward

St Mary's Park Ward

Shaftesbury Ward

Reason for your selection(s): _____

PUTNEY AREA

East Putney Ward

Roehampton & Putney Heath Ward

Southfields Ward

Thamesfield Ward

West Hill Ward

West Putney Ward

Reason for your selection(s): _____

TOOTING AREA

Bedford Ward

Earlsfield Ward

Furzedown Ward

Graveney Ward

Nightingale Ward

Tooting Ward

Wandsworth Common Ward

Reason for your selection(s): _____

Section H Housing Options

Resident Management Organisations

Some council properties are managed by resident management organisations which require active participation in the management of their properties.

Would you be willing to consider such properties?

Yes No

Seaside & Country Homes (SCH) scheme

If you are interested in moving to the countryside or one of the coastal regions of southern England, the SCH scheme offers you this opportunity.

You need to be a tenant with a council or housing association, aged 60-plus and living in London.

The scheme's landlords manage approximately 3,500 bungalows and flats along the coast, from Cornwall in the southwest to Norfolk and Lincolnshire in the east, and across the countryside from Dorset to Cambridgeshire.

If you want to find out about the scheme contact the SCH team on email housingmobility@london.gov.uk or phone **08450 21 20 20**.

Although opportunities are available to all eligible participants, priority will be given to those who will be giving up a larger property.

If you are a Wandsworth Council tenant wanting to know a little more about the scheme before deciding whether you are interested, please call the accommodation placement team on (020) 8871 5884.

If you are a tenant of a housing association please contact your own landlord or contact the SCH team.

Homefinder UK Scheme

Homefinder UK is a national mobility scheme that allows existing Wandsworth Council tenants, and those living in temporary accommodation to whom the council have accepted a homeless duty, to move from one part of the UK to another. Homefinder UK makes available a variety of properties at more affordable rents all across the UK.

If you've thought about moving out of London and relocating to a different part of the country, then Homefinder UK is worth considering. For more information go to www.homefinderuk.org.

Housingmoves Scheme (for social housing tenants only)

Housingmoves is the Mayor of London's scheme to help social tenants in London to relocate to other parts of the capital. All Council tenants and housing association tenants can apply, as long as they have a secure or assured tenancy and meet the eligibility criteria. To find out more about the scheme, including how to apply, please go to the Housingmoves website www.housingmoves.org.

Out of Borough Scheme

Are you already registered with this scheme?

Yes No

If you are a Wandsworth Council tenant or housing association tenant, we may be able to help you relocate to an area outside of the borough or find privately rented accommodation. For further information, please phone the housing options and assessment team on (020) 8871 6840 or email housingadvice@wandsworth.gov.uk.

Home Ownership Initiatives

The council runs various affordable home ownership schemes to assist with buying your first home.

If you live in Wandsworth and are a council tenant or first-time buyer then contact the Home Ownership Team: (020) 8871 6016 or email housesales@wandsworth.gov.uk.

Section I Ethnic Group

Wandsworth Council is committed to promoting racial equality and to ensuring that all communities in the borough have equal access to services. The information you give us is confidential and will be used only for the planning and monitoring of services.

This section should be completed by the applicant and any joint applicant.

Please choose **one** section from A to E, then tick **one** box to best describe your ethnic group or background. (These are the categories used in the 2011 Census).

	Applicant	Joint Applicant (where applicable)	For office use only
(a) White			
English/Welsh/Scottish/Northern Irish/British	<input type="checkbox"/>	<input type="checkbox"/>	WB
Irish	<input type="checkbox"/>	<input type="checkbox"/>	WI
Gypsy or Irish traveller	<input type="checkbox"/>	<input type="checkbox"/>	GT
Any other White background	<input type="checkbox"/>	<input type="checkbox"/>	WO
(please write in)	<input type="text"/>	<input type="text"/>	
(b) Mixed/multiple ethnic groups			
White and Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>	CW
White and Black African	<input type="checkbox"/>	<input type="checkbox"/>	WA
White and Asian	<input type="checkbox"/>	<input type="checkbox"/>	WS
Any other Mixed/multiple ethnic background	<input type="checkbox"/>	<input type="checkbox"/>	MO
(please write in)	<input type="text"/>	<input type="text"/>	
(c) Asian/Asian British			
Indian	<input type="checkbox"/>	<input type="checkbox"/>	AI
Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	AP
Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>	AB
Chinese	<input type="checkbox"/>	<input type="checkbox"/>	CH
Any other Asian background	<input type="checkbox"/>	<input type="checkbox"/>	AO
(please write in)	<input type="text"/>	<input type="text"/>	
(d) Black/African/Caribbean/Black British			
African	<input type="checkbox"/>	<input type="checkbox"/>	BR
Caribbean	<input type="checkbox"/>	<input type="checkbox"/>	BN
Any other Black/African/Caribbean background	<input type="checkbox"/>	<input type="checkbox"/>	BB
(please write in)	<input type="text"/>	<input type="text"/>	
(e) Other ethnic group			
Arab	<input type="checkbox"/>	<input type="checkbox"/>	AR
Any other ethnic group	<input type="checkbox"/>	<input type="checkbox"/>	OG
(please write in)	<input type="text"/>	<input type="text"/>	
(f) Do not wish to complete this section			
	<input type="checkbox"/>	<input type="checkbox"/>	RD

Section J Relationships

1 Are you or anyone included in this application related to any councillor of Wandsworth Council?

Yes

No

(If yes, please provide details)

Name of applicant/household member _____

Name of the councillor _____

Relationship to the person named _____

2 Are you or anyone included in this application related to any employee of Wandsworth Council?

Yes

No

(If yes, please provide details)

Name of applicant/household member _____

Name of the employee _____

Relationship to the person named _____

3 Are you or anyone included in this application employed by Wandsworth Council?

Yes

No

(If yes, please provide details)

Name of applicant/household member _____

Job title/department _____

Section K Your application

Change of address and/or circumstances

If there are any changes in your circumstances, please notify us as this may affect your chances of being offered housing. For example, please tell us if:

- you move
- you need to add someone to or remove someone from your application, for example if:
 - you become pregnant or have a child;
 - you want to add a new partner to your application; or
 - someone on your application will no longer be living with you
- you, or anybody included on your application has medical conditions or disabilities which have changed since you last provided us with information about them and they:
 - a) are made worse by your current accommodation; or
 - b) would affect the type of housing that we may offer you.

ALL APPLICANTS MUST PROVIDE THE FOLLOWING PHOTOGRAPHS AND DOCUMENTS

Failure to do so will mean that your application cannot be assessed and will be returned to you

Please provide the following photographs and documents by either:

- **Returning your form by post and enclosing photocopies of the documents** (Please do not send original documents. You may however be required to provide original documents at a later date) or
- **Bringing your completed form, along with your photographs and original documents to the Housing Options and Assessment Section, 90 Putney Bridge Road, London SW18 1HR** (Staff will photocopy your documents for you and sign and date the copies to confirm that you have provided original documents).

We may ask you to provide other documentation in support of your application.

1 Photographs

All applicants must provide recent passport-sized photographs of all members of the household.

Please tick the box to confirm photographs have been provided.

- A recent passport-sized photograph of yourself with your name and signature on the back
- A recent passport-sized photograph of any joint applicant with their name and signature on the back
- A recent passport-sized photograph of each member of the household listed on page 6 with their name (and if they are aged 16 years or over, their signature) on the back

2 Identification and Proof of eligibility

Please provide **(for yourself and everyone included on this application):**

Please tick to confirm which documents have been provided for each person.

Name	Passport*	Birth certificate*	Marriage certificate**	UK Border Agency documents**
MAIN APPLICANT (1)				
JOINT APPLICANT (2)				
Other household members included on this application:				

* if you / they have one; ** if applicable

3 Proof of income

Please provide **(for yourself, any joint applicant and any other person aged 16 years or over included in this application):**

Please tick to confirm which documents have been provided for each person.

Name	Employment income* e.g. wage slips (five weekly or three monthly)	Benefits / pension income* e.g. entitlement letter	Other income*
MAIN APPLICANT (1)			
JOINT APPLICANT (2)			
Other household members aged 16 or over included on this application:			

* if applicable

4 Proof of residence

Wandsworth Council tenants do not need to provide this information unless requested.

If you live in the borough of Wandsworth and have lived in the borough of Wandsworth for the two years preceding this application, please provide proof **(for yourself and any joint applicant)**.

Please tick to confirm which documents have been provided for each person.

Name	Tenancy agreement/ Ownership or mortgage documents	Council Tax documents	Benefit/Pension documents	Utility bills (gas, electricity, water, landline telephone)
MAIN APPLICANT (1)				
JOINT APPLICANT (2)				

ALL APPLICANTS MUST SIGN THE FOLLOWING DECLARATION

SECTION 171 of the 1996 Housing Act (false statements and withholding information) makes it an offence for anyone seeking housing from a local authority to:

- knowingly or recklessly give false information to the authority, or
- knowingly withhold information which the authority has reasonably required him/her to give in connection with their application.

A person guilty of an offence under this section is liable on conviction to a fine of up to £5,000.

If you obtain accommodation by making a false or misleading statement, by withholding information reasonably requested or by failing to inform the council of a material change in your circumstances you are also liable to have legal action taken against you to recover possession of the dwelling.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud.

I/We agree that in order to provide me/us with suitable accommodation, the council may pass my/our housing application and relevant information to third parties, including housing associations (RSLs), medical practitioners, and agencies working with the council. I/We agree to being contacted by any agency working in partnership with the council in relation to my/our housing application. Where an allocation is made into an RSL property you also agree that we copy relevant information to the landlord where applicable.

I/We confirm that the information given in this application is correct. I/We understand that I/we may be required to provide documentary evidence in support of my/our application.

Signature of applicant:

Please print name:

Date:

Signature of joint applicant:

Please print name:

Date:

Signature of other applicant:

Please print name:

Date:

Please return form to:

Housing Options and Assessment Section, Wandsworth Council, Town Hall, Wandsworth High Street, London SW18 2PU

Telephone: (020) 8871 6812

Email: housingapplications@wandsworth.gov.uk

A large white rectangular area with rounded corners, containing 25 horizontal lines for writing, set against a light blue background.

