

APPLICATION FOR TENANCY OF A PROPERTY BELONGING TO  
BARNLEIGH HOUSING ASSOCIATION LTD

PLEASE COMPLETE THE FORM IN BLOCK CAPITALS

FULL NAME:			
CURRENT ADDRESS:			
TEL NO:			
DATE OF BIRTH:	PLACE OF BIRTH:	NATIONAL INSURANCE NUMBER	PASSPORT NO. (IF ANY)
NATIONALITY:			
Are you a UK Citizen or do you have the right to remain in the UK?			
Before a decision regarding your application may be made we must see evidence of your nationality eg Passport, Birth Certificate or Bio Metric Residency Permit			
MARITAL STATUS:			
DO YOU HAVE ANY DEPENDENT CHILDREN UNDER THE AGE OF 18 YEARS?			
CURRENT EMPLOYMENT (IF ANY):			
Name and Address of your Employer:			
Are you a tenant or have you been a tenant of another Housing Association, the Local Authority or another Landlord within the last 12 months?			
Do you owe any money to Landlord, Local Authority or Housing Association? (for example missed rent).			
Yes                      No                      If "Yes", please say how much. £.....			
<u>Continued overleaf.</u>			

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Have you, or any member of your household, ever broken a tenancy agreement, lost a tenancy due to anti-social behaviour?

If yes, please give details:

Have you been asked to leave your current accommodation?

If yes, please give details:

Do you or any member of your household have any unspent criminal convictions excluding driving offences?

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**REASONS FOR APPLYING**

Please include your reasons for applying to Barnleigh Housing Association

Continued overleaf

If your application is successful, would you be interested in a property in:

Barnards Close / Pickersleigh Close / Either Close (Delete as required)

**REFERENCES**

Name and Address (including Full Post Code) of 2 people who we could approach to give you a reference in support of your application

REFEREE 1 (Present or previous employer is possible)

REFEREE 2 (Personal Friend able to give a character reference)

**EQUALITY AND DIVERSITY**

The Equality Act defines a disabled person as someone who has a physical or mental impairment which has a substantial and long term adverse effect on his or her ability to carry out normal day-to-day activities.

Do you consider yourself disabled?                      Yes                      No                      Prefer not to say

If Yes, then please provide details below.

This information will be used by Barnleigh Housing Association to assess your application and for allocating housing. In some cases the information will be disclosed to third parties in order to confirm and verify the details you have provided to us such as previous landlords, employers, credit reference agencies, local authorities or other statutory bodies [and when medical assessment is needed].

Should you be allocated a property these details may be used to manage your tenancy.

In some cases your information will be disclosed to third parties for the purpose of fraud prevention, prevention and detection of crime, investigating complaints and maintenance of the property. This may include disclosures to the police, local authorities and credit reference agencies.

Continued overleaf

**DECLARATION**

**I declare this information I have given on this form is correct and complete.**

**I understand the following:** You will use the information I have provided to process my application for housing and for the on going management of any tenancy. You may check some of the information with third parties to verify my application and if allocated a property may disclose some information to manage my tenancy in line with the above explanation.

You may also get information about me from certain other organisations or give information about me to them to make sure information is accurate; to prevent or detect crime or investigate complaints raised. These organisations include credit reference agencies, local authorities and the police.

If I give incorrect or incomplete information you may take action against me.

Signed ..... Date .....

Please return this form to: Mrs J Wolff  
Barnleigh Housing Association Ltd  
1 Lansdowne Crescent  
Malvern  
Worcestershire WR14 2AW