

APPLICATION FORM

PLEASE READ THE ACCOMPANYING INFORMATION CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM

Please fill in this form in **BLOCK CAPITALS** and **black ink** then send it back to us at the address on the back of this form. We cannot consider your application unless all sections of this application are fully completed.

Have you previously applied for low cost home ownership with Catalyst Housing Group Ltd.? Yes No

If yes, what was your reference number? _____

Which programme are you applying for? (Please tick all that apply)

Open Market HomeBuy (equity loan) New Build HomeBuy (part buy, part rent) Discounted Rent

All applicants who are eligible to purchase a property will automatically be considered for resale properties

If you are interested in a particular development or property please state which one

If you know the name of the housing association building the development please also state

Applicant 2 relates to a partner. Include details of Applicant 2 only if they are to be included on the mortgage. If they are not to be included please enter their details in the current status section.

	Applicant 1	Applicant 2
Gender (please tick)	Male <input type="checkbox"/> Female <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>
Title (Ms/Mr/Mrs/Other)		
First name		
Surname		
Date of birth		
Relationship to applicant 1		
Address If you have lived elsewhere in the last 3 years, please list all your previous addresses on a separate sheet		
Postcode		
Home telephone number		
Mobile telephone number		
Work telephone number		
Email address (state clearly)		
Which local authority area do you work in?		

Your preferred area(s)

Catalyst Housing Group markets and promotes properties for partner housing associations through the South East and West London.
Please indicate any local authority areas below that are of interest to you.

Berkshire (all)

Bracknell Forest

Cherwell

Reading

Slough

West Berkshire

Windsor & Maidenhead

Wokingham

West London (all)

Barnet

Brent

Ealing

Buckinghamshire (all)

Aylesbury Vale

Chiltern

Milton Keynes

South Bucks

Wycombe

Hammersmith & Fulham

Harrow

Hillingdon

Oxfordshire (all)

Cherwell

Oxford

South Oxfordshire

West Oxfordshire

Vale of White Horse

Hounslow

Kensington & Chelsea

Westminster

Do these statements apply to you?

Do you have access to or the ability to raise at least £3,000 to cover the cost of buying?

First applicant Second applicant

YES NO YES NO

Have you ever failed to keep up payments on any loan or form of credit agreement?

YES NO YES NO

Have you ever had a County Court Judgement registered against you?

YES NO YES NO

Have you ever been subject to a repossession order or been declared bankrupt?

YES NO YES NO

Have you been in rent arrears in the past 12 months?

YES NO YES NO

(We will require a statement or rent reference before you can exchange contracts on a property)

Are you self-employed?

YES NO YES NO

If you are self employed, can you provide at least two years' accounts?

YES NO YES NO

If you cannot tick all the boxes we may later ask you for details of the circumstances involved

Which of the following sectors are you employed in?

First applicant

Health (NHS)

Education

Police

Fire service

Probation service

Prison service

Local authority

Other (please state)

Second applicant

Health (NHS)

Education

Police

Fire service

Probation service

Prison service

Local authority

Other (please state)

What is your occupation?

State your occupation in the box below:

First applicant

Second applicant

You should also refer to the current **list of qualifying key worker occupations** which should accompany this application form. To obtain an up to date list contact **0845 601 7729** or visit www.chg.org.uk/homes/homebuyscheme.html

If your occupation, stated in the box above, is on the **list of qualifying key worker occupations** you may be considered a **key worker**, depending on your employment sector and employer.

Additional occupation questions

	First Applicant	Second Applicant
NHS If you work for the NHS, which NHS Trust do you work for?		
EDUCATION If working as a teacher do you have Qualified Teacher Status?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
If working in further education, do you have or are you working towards a Further Education Qualification?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
Classification of school	Primary School <input type="checkbox"/> Secondary School <input type="checkbox"/> Sixth Form College <input type="checkbox"/> Further Education College <input type="checkbox"/> Special School <input type="checkbox"/> Nursery <input type="checkbox"/>	Primary School <input type="checkbox"/> Secondary School <input type="checkbox"/> Sixth Form College <input type="checkbox"/> Further Education College <input type="checkbox"/> Special School <input type="checkbox"/> Nursery <input type="checkbox"/>
Is your school government funded?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
SOCIAL WORKERS Do you have a recognised social work degree/diploma?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

Citizenship	Applicant 1	Applicant 2
Are you a British or EU/EEA citizen?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
If not, is your passport stamped with "Indefinite leave to remain"?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
What is your country of origin?		

Current housing status

Are you:	Applicant 1	Applicant 2	Applicant 1	Applicant 2	
a council tenant	<input type="checkbox"/>	<input type="checkbox"/>	How many bedrooms does your current home have?	<input type="text"/>	
a housing association tenant	<input type="checkbox"/>	<input type="checkbox"/>	Is it a flat or a house?	<input type="text"/>	
living with family or friends	<input type="checkbox"/>	<input type="checkbox"/>	If you are a private tenant, council or housing association tenant, please provide details of your landlord below:		
renting privately	<input type="checkbox"/>	<input type="checkbox"/>		Applicant 1	Applicant 2
in temporary accommodation provided by local authority	<input type="checkbox"/>	<input type="checkbox"/>		Landlord name	Landlord name
other?	<input type="checkbox"/>	<input type="checkbox"/>		Landlord address	Landlord address
Do you have a local authority waiting list number?	<input type="checkbox"/> YES	<input type="checkbox"/> NO		Contact name	Contact name
If yes, please enter this information below, if no, please contact your local authority to obtain this	<input type="text"/>	<input type="text"/>	Contact telephone	Contact telephone	
What is your Local Authority Waiting List Number?	<input type="text"/>				
What is the name of your Local Authority?	<input type="text"/>				

Current and previous home owners and mortgages

Have you ever owned or partly owned a property in the UK or abroad? Applicant 1 YES NO Applicant 2 YES NO

If yes, please provide details of the date the property was/is to be sold / /

What equity did you/will you receive? £

Are you currently a shared owner? Yes No If Yes, what % equity do you own? %

Why do you need to move?

Do you have legal right to share in a property (e.g. a property owned by partner or spouse)? Yes No

How much mortgage do you have outstanding? £

What is the current value of the property? £

Where did you hear about HomeBuy?

Direct mail	<input type="checkbox"/>	Local authority	<input type="checkbox"/>	Radio	<input type="checkbox"/>	Sign boards	<input type="checkbox"/>
Employer	<input type="checkbox"/>	Housing association	<input type="checkbox"/>	Seminar	<input type="checkbox"/>	Word of mouth	<input type="checkbox"/>
Exhibition	<input type="checkbox"/>	Newspaper/magazine	<input type="checkbox"/>	Television	<input type="checkbox"/>	Posters	<input type="checkbox"/>
Web site	<input type="checkbox"/>	Estate agent	<input type="checkbox"/>	Financial advisor	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please supply details, e.g. What newspaper? Which radio station?

Equal Opportunities

It is against the law and our equality and diversity policy to discriminate against anyone because of their sex, colour, race, religion, disability or sexual orientation. In order to ensure that we do not discriminate, we need to keep records. If you do not answer this question it will not affect your application in any way.

How would you describe your ethnic origin?

	First App.	Second App.		First App.	Second App.		First App.	Second App.
White			Asian or Asian British			Chinese		
British	<input type="checkbox"/>	<input type="checkbox"/>	Indian	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Irish	<input type="checkbox"/>	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	Other ethnic group	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
			Other	<input type="checkbox"/>	<input type="checkbox"/>	Question refused	<input type="checkbox"/>	<input type="checkbox"/>
Mixed			Black or Black British					
White & Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	<input type="checkbox"/>			
White & Black African	<input type="checkbox"/>	<input type="checkbox"/>	African	<input type="checkbox"/>	<input type="checkbox"/>			
White & Asian	<input type="checkbox"/>	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="checkbox"/>			
Other	<input type="checkbox"/>	<input type="checkbox"/>						

Do you or a member of your household consider yourself to be disabled?

Yes No

You may supply details if you feel it is relevant:

Are you or a member of your household a wheelchair user?

Yes No

Are you related to a current or former Committee/Board member or officer of a Registered Social Landlord (housing association)?

Yes No If yes, please tell us their name and which housing association

Declaration

Catalyst Housing Group will only process your personal data for the purpose of processing your application for housing and will hold your information in accordance with the Data Protection Act 1998.

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 in relation to this application.

All information will be treated in the strictest confidence. We, other HomeBuy Agents and partner Registered Social Landlords (RSLs), reserve the right to take up any references relating to applicants as we consider it 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 section 29(3) of the Data Protection Act 1998 the information may be disclosed for purposes of crime prevention and detection. Sensitive personal data such as racial or ethnic origin, offences (including alleged offences) and physical and mental disabilities are required under the Equal Opportunities Monitoring statute.

We may also share this information for the same purposes with other organisations that handle public funds. The information may be used for statistical surveys, which means we may pass this information in confidence to the Department for Communities and Local Government and agencies working on our and their behalf.

Catalyst Housing Group Ltd. may contact applicants by email or text message on available properties or products. If you do not wish us to contact you using these methods, please tick this box: email text message

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. I/We understand that if it is found that false information has been given to obtain housing either knowingly or recklessly, appropriate legal action maybe taken and the RSL or local authority may seek possession of any leasehold tenancy granted. (Translation service available if required)

I understand that as a council, housing association or other public sector tenant, I will be required to give up my rented home on the day of completion if I buy or rent a home through any of the RSLs.

I authorise Catalyst Housing Group Ltd. to pass information to other HomeBuy Agents, partner RSLs, local authorities, panel-approved independent financial advisors, credit reference agencies and to estate agents who may be able to assist in locating properties for applicants.

Signed (First Applicant)

Date

Signed (Second Applicant)

Date

I have included an up-to-date rent statement and / or reference

Please check you have filled in all relevant sections, otherwise the form will be returned to you.



Catalyst
Housing Group



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www.chg.org.uk A charitable housing association

hbuy003 - 11/06