



Form number (for co-op use only): _____

Please write clearly. Read the whole form before completing your application. Submit to email above.

Personal details

Title: _____

Name: _____

Address: _____

Postcode: _____

Telephone: _____

Email: _____

Date of birth _____

Preferred/first language: _____

Your housing situation

**Please describe your current housing situation.
Give detail if possible, for example physical conditions
(e.g. damp, overcrowding, lack of heating etc). Are you a:**

- private tenant
- council tenant
- housing association/co-op tenant
- living with family
- sofa surfing/staying with friends
- squatting
- homeless

Why are you looking for housing?

- Homeless (please say how long you've been homeless).

- Threatened with homelessness
- Where I live now is overcrowded
- Where I live now is in a poor state of repair
- I cannot afford the rent on my present accommodation
- I am staying with friends
- Other reason. Please give details below.

Please see the back of the form for a list of supporting evidence that may help us assess your housing need.

Do you own or let/sublet a property to others?

- Yes No

Your housing history

Please give details of your recent housing history over the past three years. Start with your present accommodation (continue on a separate sheet if necessary).

Address: _____

Start date: _____ End date: _____

Reason for leaving: _____

Landlord details if applicable: _____

Address: _____

Start date: _____ End date: _____

Reason for leaving: _____

Landlord details if applicable: _____

Address: _____

Start date: _____ End date: _____

Reason for leaving: _____

Landlord details if applicable: _____

Address: _____

Start date: _____ End date: _____

Reason for leaving: _____

Landlord details if applicable: _____

Please give any extra information
you'd like us to know about you:

Thank you for your interest in
Deptford Housing Co-operative!

Please ensure you have read the information
on being part of our co-op:

<https://www.coophomes.coop/client-co-ops/deptford-housing-co-op/apply-for-housing-at-deptford-hc/>

Declaration

Please sign and date the declaration below:

I declare that to the best of my knowledge the information provided in this application is true and accurate.

I agree that I have permanent residence in the UK (British/EU passport or indefinite leave to remain)

I confirm I am aged 18 or over at the time of this application.

I confirm I have read and accept the Data Protection Statement below.

I confirm that I have recourse to public funds (Universal Credit and/or Housing Benefit)

I understand that should any of the information above be found to be incorrect or falsified in any way, that my application or any subsequent tenancy will be terminated.

Signed:

Date:

Deptford Housing Co-op will process personal information, including where relevant, sensitive personal data, about you and those living with you, to perform the functions of your application for housing and the provision of general housing and support needs. Any processing will be undertaken in accordance with the provisions of the relevant data protection legislation (including the General Data Protection Regulation and the Data Protection Act 2018) and our policies and procedures. This includes information we obtain from you, and those which we obtain from and share with third parties. If your application is successful, the information you provide in this application will be stored on your tenancy file and may be used for other purposes related to the management of your tenancy. You have the right to obtain a copy of the information we hold about you. There is no fee for this. If your application for housing is unsuccessful this application form will be securely destroyed.

Once your application is received, you will be contacted, and your eligibility confirmed. You will then be placed on a list for interview as vacancies are available.

Supporting Documents

Email customer.services@coophomes.coop at any time with questions about the application and interview process. State that you are applying for Deptford Co-op.

If your application deems you eligible for an interview with the Deptford Housing Co-operative Membership + Education Committee, Allocation Panel, you will be invited to an interview and asked to provide the following supporting documentation. You may only have 7 days notice of interview so we encourage you to organize these documents soon.

-1 piece of government issued photo ID (Passport/ residence card or permit showing indefinite leave to remain/permanent residence, Driving License, etc) or 1 piece non-government photo ID and 1 piece non-photo government ID (birth certificate). Bring originals to show the panel and photocopies (front and back) for them to keep.

If you apply without a British/EU passport, you must go to this website and get a code: <https://www.gov.uk/view-prove-immigration-status>. Provide us with that code to input here <https://www.gov.uk/check-immigration-status> to confirm you have indefinite leave to remain.

-You must provide the interview panel with 2-3 **Reference Letters** written in the past 3 months. They should be a variety of former landlords, people who know you through recent/current employment, recent/current education, or recent/current voluntary/ community work. You must bring letters, not just names of contacts. Bring a copy of each letter for the panel to keep.

-**Proof of Income** (Must be wage slips from the most recent 3 months, proof of Housing Benefit/Universal Credit, etc). Bring originals to show the panel and photocopies for them to keep.

-Proof of **current/recent address** (bank statement, utilities bill, etc). If no fixed address, bring letter from someone who can confirm this. Bring originals to show the panel and photocopies for them to keep.