

# **Greenwich Housing Society**

Registered Address: 12 Glenluce Road, London SE3 7SB

## **Your application for housing**

Greenwich Housing Society was founded to provide housing for older people (60 years of age or above), living in the borough of Greenwich, or with a connection with the borough. The attached questionnaire contains questions to be answered by persons applying for a tenancy with the Society. Information is required about all persons covered by your application for housing. You will need to answer all the questions. When you have completed the form you should return it to the above address.

The information you give in answering the questions will be used by the officers of Greenwich Housing Society to assess your application. The Society will not necessarily offer you a tenancy and receiving your application does not bind the Society in any way.

If your application passes the first stage of assessment, your name will be placed on the Waiting List. When a possible vacancy is about to arise, an Officer of the Society will contact you to arrange an interview. At this meeting, you will be given more information and you will be asked to provide additional information in support of your application. At the next stage of the assessment, the Society will decide whether to offer you a tenancy and you will be invited to view the property. At each stage you will be informed of the Society's decision as quickly as possible.

If you are offered and accept a tenancy, the information you have provided on this questionnaire will be kept with other information on a tenancy file held by the Greenwich Housing Society. Tenancy files are handled according to the provisions of the Data Protection Acts: only officers of Greenwich Housing Society have access to them and they are kept secure and confidential at all times. If your application is not successful, information about you will not be released to any person or organisation other than the officers of the Greenwich Housing Society.

## Greenwich Housing Society

### Questionnaire to be completed by housing applicants

1. Details of person(s) applying for housing

**If there is only one applicant, complete the form for Person 1 only**

	Person 1	Person 2
Title(s) (e.g. Mr., Mrs., Ms.)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Surname(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
First name(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Date(s) of birth	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Current address(es) including postcode	<input style="width: 100%; height: 50px;" type="text"/>	<input style="width: 100%; height: 50px;" type="text"/>
Home telephone no.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
E-mail address	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

1.1 What is the relationship of Person 2 to Person 1? (*Tick one box*)

Wife/Husband/Partner	<input type="checkbox"/>
Brother/sister	<input type="checkbox"/>
Other relationship	<input type="checkbox"/>
Does not apply – one applicant only	<input type="checkbox"/>

1.2 For how many years have you lived in the Borough of Greenwich?

	Person 1	Person 2
<i>Write in number of years</i> →	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>

1.3 If either applicant does not live in the Borough of Greenwich at present, what is his/her connection with the Borough? *Please explain below.*



2. Your present housing situation

*If more than one applicant, remember to tick one box in each column.*

2.1 Does either applicant own the house or flat in which they now live? *(Include mortgage purchase and joint ownership.)*

	Person 1	Person 2
Yes	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>

2.2 Why do you wish to move from your present address(es)?

2.3 Is either applicant on Greenwich Council's housing waiting list?

Yes	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>

**If Yes** For how many months have you been waiting?

*Write in number of months* →

2.4 Is either applicant on any other housing waiting lists?

Yes	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>

**If Yes** (a) Whose waiting list is that? →

Name of organisation

(b) For how many months have you been waiting?

*Write in number of months* →

### 3. Your health and fitness

3.1 Does each applicant usually manage to get up and down steps and stairs? (**Tick one box for each person**) –

	Person 1	Person 2
Yes, on his/her own	<input type="checkbox"/>	<input type="checkbox"/>
Yes, but only with help from someone else	<input type="checkbox"/>	<input type="checkbox"/>
No, not at all	<input type="checkbox"/>	<input type="checkbox"/>

3.2 Does either applicant use a wheel-chair in their home? (**Tick one box for each person**)

Yes	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>

3.3 Does either applicant have any medical condition that you would like us to take into consideration when assessing whether accommodation is suitable? (*Tick one box for each person*)

Yes	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>

**If Yes** Please give details of how the person's medical condition affects his/her ability to manage at home.

#### 4. Affording a Greenwich Housing Society tenancy

4.1 If you are offered a Greenwich Housing Society tenancy, how would you find the money to pay your rent? *(Please tick all boxes that apply)*

- |  |                          |
|--|--------------------------|
| Through full-rate Housing Benefit        | <input type="checkbox"/> |
| Through lower-rate Housing Benefit       | <input type="checkbox"/> |
| By drawing on personal income or savings | <input type="checkbox"/> |
| From another source                      | <input type="checkbox"/> |

4.2 Please tick on the following list all personal benefits that you are currently receiving. *(For each person, tick all boxes that apply)*

- |   | Person 1                 | Person 2                 |
|---|--------------------------|--------------------------|
| State Retirement Benefit                                | <input type="checkbox"/> | <input type="checkbox"/> |
| Pension Credit  | <input type="checkbox"/> | <input type="checkbox"/> |
| Incapacity Benefit                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Job Seekers Allowance                                   | <input type="checkbox"/> | <input type="checkbox"/> |
| Disability Living Allowance                             | <input type="checkbox"/> | <input type="checkbox"/> |
| Any other personal pensions or benefits (see (a) below) | <input type="checkbox"/> | <input type="checkbox"/> |

(a) If either applicant receives other pensions or benefits, please name them →

#### 5. The Greenwich Housing Society

5.1 How did you hear about the Greenwich Housing Society?

5.2 Do you know, or are you related to, any person who is involved in the running of the Greenwich Housing Society?

- |     |                          |                          |
|-----|--------------------------|--------------------------|
| Yes | <input type="checkbox"/> | <input type="checkbox"/> |
| No  | <input type="checkbox"/> | <input type="checkbox"/> |



## 6. Other information

- 6.1 Can you give any other information that might help the Society to make a fair assessment of your application for housing accommodation?

**All applicants and joint applicants to be housed by the Greenwich Housing Society must sign the following declaration.**

I/We promise to inform the Society if any circumstances change that affect the answers that we have given on this Housing Applicants Questionnaire.

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

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

**Please return the signed declaration to the above address, together with the completed questionnaire.**