



APPLICATION FOR SOMEONE TO MOVE INTO THE PROPERTY

1) TENANT AND PARTNER DETAILS	
Your Name: Date of Birth:	
Address:	
Contact details: Home: Mobile:E-mail.....	
Please confirm if you receive benefit and or if you are working:	
What Benefit do you receive.....	
Who do you work for:	
Your Gross weekly Income £.....	
Your Net weekly income (after tax and social security contributions) £.....	
How much savings do you have –this is the credit balance on all your accounts £.....	
If you have a partner who already lives with you, you need to confirm their details below:	
Your Partner's Name: Date of Birth:	
Contact details: Home: Mobile:E-mail.....	
Your partner's Gross weekly Income £.....	
Your partner's Net weekly income (after tax and social security contributions) £.....	
Please confirm if they receive benefit and or if they are working:	
What Benefit do they receive.....	
Who do they work for:	
How much savings do they have – this is the credit balance on all their accounts £.....	

2) DETAILS OF OTHER PERSONS RESIDING AT ABOVE ADDRESS			
Name	Relationship	Date of Birth	Employed

If you want more than 1 person to move in with you please fill in a separate application for each.

3) DETAILS OF PERSON WHO YOU WANT TO LIVE WITH YOU

To be completed by the person who wants to live at the property or their legal guardian.

Name: Date of Birth:

Relationship to the tenant:

Present address:

Date you want to live at the property: - from...../...../.....End Date (if applicable)...../...../.....

Please confirm if you receive benefit and or if you are working:

What Benefit do you receive.....

Who do you work for:

Your Gross weekly Income £.....

Your Net weekly income (after tax and social security contributions) £.....

How much savings do you have –this is the credit balance on all your accounts £.....

You need to provide proof of all wages, income and savings with the application

Weekly paid–4 wage slips/Fortnightly paid–2 wage slips/Monthly paid-2 wage slips

Self employed – tax assessment for the previous year and most recent audited accounts

Bank statements for the last 3 months from all your accounts.

Where were you born?

State dates of living in Island:

Have you previously lived in Social Rented Housing (States Of Guernsey or Guernsey Housing Association)

If YES please state the address and the approximate dates you lived there.....

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Are you a current or former property owner? This includes partial/shared ownership or interest in a company owning property.If YES please give details in respect of all properties currently or formerly owned, including *address, date of purchase, purchase price; if sold, please state date of sale and sale price.*

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I certify that to the best of my knowledge that the above details are correct. I also authorise Housing to obtain confirmation of my income(s) from my employer(s).

Signature: Date:

Tenant's Signature: Date:

Tenant's Signature: Date:



“How we collect and use information

Housing processes personal information in order to carry out the functions of the Committee for Employment and Social Security that relate to the provision of accommodation. Information collected will depend on your business with us, but will be no more than is required for that purpose. We may get information about you from others for any of our purposes if the law allows us to do so. We will share information with the Guernsey Housing Association to the extent necessary to discharge our responsibilities as co-provider of social rented, sheltered and extra care housing. Any personal information you give to us will be processed in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2001. If you wish to know more about the information we have about you, or about the way we use it, you can ask at the Office *for* Employment & Social Security.”