

HHA Homes

Application Form

office use



**HHA
Homes**

All the right moves

1. Personal Details

Applicant 1.
Title (Mr, Mrs, Miss, Ms, Other)
<input type="text"/>
First Name
<input type="text"/>
Surname
<input type="text"/>
Date of Birth
<input type="text"/>
National Insurance Number
<input type="text"/>
Daytime Phone Number
<input type="text"/>
Mobile Phone Number
<input type="text"/>
Email Address
<input type="text"/>
Current Address (please incl.postcode)
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Do you currently have a mortgage
<input type="text"/>
Date moved into property
<input type="text"/>

Applicant 2.
Title (Mr, Mrs, Miss, Ms, Other)
<input type="text"/>
First Name
<input type="text"/>
Surname
<input type="text"/>
Date of Birth
<input type="text"/>
National Insurance Number
<input type="text"/>
Daytime Phone Number
<input type="text"/>
Mobile Phone Number
<input type="text"/>
Email Address
<input type="text"/>
Current Address (please incl.postcode)
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Do you currently have a mortgage
<input type="text"/>
Date moved into property
<input type="text"/>

Applicant 1.

Landlords Name & Address

if successful in allocation of a property we will request from you a Reference Request Mandate Form to obtain a Landlord Reference

Applicant 2.

Landlords Name & Address

if successful in allocation of a property we will request from you a Reference Request Mandate Form to obtain a Landlord Reference

We require 5 years worth of addresses, you do not need to list your current address

Address and Postcode

From - To.

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Reason for leaving

Address and Postcode

From - To.

--

Reason for leaving

Address and Postcode

From - To.

--

Reason for leaving

Address and Postcode

From - To.

--

Reason for leaving

2. Employment Details

Applicant 1.

Name of main employer

Address of employer

Annual income amount (net)

monthly

Time with current employer

Do you have a permanent contract with this employment

We require the following information if you have more than 1 job. If you are selected for a property we will ask you to support the income information by contacting your employer or requesting your P60 and wage slips.

Name of 2nd employer

Address of 2nd employer

Annual income amount (net)

Time with 2nd employer

Applicant 2.

Name of main employer

Address of employer

Annual income amount (net)

monthly

Time with current employer

Do you have a permanent contract with this employment

We require the following information if you have more than 1 job. If you are selected for a property we will ask you to support the income information by contacting your employer or requesting your P60 and wage slips.

Name of 2nd employer

Address 2nd employer

Annual income amount (net)

Time with 2nd employer

Applicant 1.

Details of any other income

Applicant 2.

Details of any other income

If Self Employed

Applicant 1.

Name of Trading Name/Company

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Registered Address

Length of Time Trading

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Do you have an Accountant

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Do you complete your own tax return

--

Annual income amount

--

Applicant 2.

Name of Trading Name/Company

--

Registered Address

Length of Time Trading

--

Do you have an Accountant

--

Do you complete your own tax return

--

Annual income amount

--

3. Please provide details of any outgoing/debts

Applicant 1
Current monthly rent <input type="text"/>
Details of any trust deeds or secured loans <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Car payments please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Personal Loans please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Credit Cards/Store Cards please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Other <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Applicant 2
Current monthly rent <input type="text"/>
Details of any trust deeds or secured loans <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Car payments please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Personal Loans please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Credit Cards/Store Cards please give details of payments <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Other <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

4. Household Details

In order for the Highland Housing Alliance to allocate a property suitable to your needs please complete the following information -

People who will be moving with you and living with you permanently (incl. children)

Full Name	
<input type="text"/>	
Relationship to you	
<input type="text"/>	
Date of Birth	Do they live with you now
<input type="text"/>	<input type="text"/>
If No, please tell us their address and postcode	
<input type="text"/>	

Full Name	
<input type="text"/>	
Relationship to you	
<input type="text"/>	
Date of Birth	Do they live with you now
<input type="text"/>	<input type="text"/>
If No, please tell us their address and postcode	
<input type="text"/>	

Full Name	
<input type="text"/>	
Relationship to you	
<input type="text"/>	
Date of Birth	Do they live with you now
<input type="text"/>	<input type="text"/>
If No, please tell us their address and postcode	
<input type="text"/>	

Extra Information

Use this box to tell us why you are looking for a new home

Please indicate the areas you would like to live in

5. Anti Social Behaviour

Applicant 1.

Have you or any member of your household ever been investigated or evicted for Antisocial Behaviour

Yes/No

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Are you or is any member of your household subject to an Antisocial Behaviour Order

Yes/No

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Applicant 2.

Have you or any member of your household ever been investigated or evicted for Antisocial Behaviour

Yes/No

--

Are you or is any member of your household subject to an Antisocial Behaviour Order

Yes/No

--

Are you currently involved in any criminal investigation or party to any ongoing criminal court process?

Do you have/ever had any criminal conviction?

6. Non UK Citizen

Applicant 1.
Are you or your partner subject to immigration control
Yes/No
<input type="text"/>
Are there any conditions or limits to your permission to stay in the UK
Yes/No
<input type="text"/>
Have you completed a Habitual Residence Test
Yes/No
<input type="text"/>

Applicant 2.
Are you or your partner subject to immigration control
Yes/No
<input type="text"/>
Are there any conditions or limits to your permission to stay in the UK
Yes/No
<input type="text"/>
Have you completed a Habitual Residence Test
Yes/No
<input type="text"/>

How did you hear about HHA Homes
<input type="text"/>

Are you or anyone who will be living with you related to anyone working or employed by HHA Homes or Highland Housing Alliance.	
If yes please tell us the details of the person you are connected to	
Name	Position
<input type="text"/>	<input type="text"/>
Relationship	
<input type="text"/>	

This application is for properties managed by HHA Homes/Highland Housing Alliance who are a registered Landlord/Letting Agent with the Highland Council. Any information for references from your employer, accountant, bank or landlord will require the completion of a separate mandate form or written consent from the applicant.

HHA Homes/Highland Housing Alliance are members of Landlord Accreditation Scotland and Scottish Association of Landlords.

HHA Homes/Highland Housing Alliance will not discuss the information you have given with

any other housing provider.

Please read this declaration carefully

I can confirm that the details I have provided on this application form are true and accurate.

I understand that if I give false or misleading information, or do not provide relevant information, now and at any time, my application may be suspended or cancelled.

If I get a tenancy based on false or misleading information, I understand and accept that the landlord may take me to court to evict me.

<u>Signatures</u>	
Applicant 1. Print Name	
<input type="text"/>	
Your Signature	Date
<input type="text"/>	<input type="text"/>
Applicant 2. Print Name	
<input type="text"/>	
Your Signature	Date
<input type="text"/>	<input type="text"/>

once complete please return to -

HHA Homes, Fairways, Castle Heather, Inverness IV2 6AA

If you have supplied an email address, we will acknowledge receipt of your application form