



অনুরোধসাপেক্ষে অনুবাদের ব্যবস্থা করা যাবে – অনুগ্রহ করে আমাদের জিজ্ঞাসা করুন

另备不同语言的外文译本——欢迎索取。

अनुरोध किए जाने पर अनुवाद उपलब्ध है - कृपया हमसे पूछें।

Tłumaczenie dostępne na życzenie — prosimy o zgłoszenie nam takiej potrzeby.

ਬੇਨਤੀ ਕਰਨ ਤੇ ਅਨੁਵਾਦ ਮਿਲ ਸਕਦੇ ਹਨ - ਕਿਰਪਾ ਕਰਕੇ ਸਾਨੂੰ ਦੱਸੋ।

Ang mga pagsasalin ay makukuha kapag hiniling - mangyaring hingin ito sa amin.

درخواست کرنے پر ترجمے دستیاب ہیں - براہ کرم ہم سے طلب کریں

Shared Ownership Application Form

If you would like a copy of this document in larger print,
another language or on audio tape, please contact us.

For more information about Helena Living,
visit our website, www.helenaliving.co.uk
or contact us:

By phone: 01744 67 15 55

By email: helenaliving@helenapartnerships.co.uk

By post: Helena Living, Alexandra Park,
Prescot Road, St Helens, WA10 3TT

Helena Living is part of Helena Partnerships Limited.

Helena Partnerships is a company limited by guarantee.
Registered in England and Wales.
Company Registration No. 4141767
Housing Corporation No. L4340
Registered Charity No. 1107073



November 2008



Helena Living welcomes your application for Shared Ownership housing.
If you need help completing this form or would like it in any other language or format please contact us on **01744 67 15 55**
Translations available on request – call **01744 67 15 55**

- To enable us to process your application, please provide copies of the following information;
- 1 Proof of identification
 - 2 Proof of current address
 - 3 Proof of all income
 - 4 Proof of savings / investments

The information on this form will be processed in accordance with the Data Protection Act. All information supplied will be kept confidential.

Please return your form to:

Home Ownership Advisor
Helena Living
Alexandra Park
Prescot Road
St Helens
WA10 3TT

Website: www.helenaliving.co.uk

1. About you

Your details

Male ☐ Female ☐
(Please tick appropriate)

Surname _____

Forename _____

Previous name (e.g. maiden name) _____

Current address _____

Postcode _____

Date of birth _____

National Insurance number _____

First language _____

Home telephone number (including area code) _____

Work telephone number (including area code) _____

Email _____

Contact address if different from above _____

Do you have a disability?

Yes ☐ No ☐

If yes, please give details _____

Joint applicant

Male ☐ Female ☐
(Please tick appropriate)

Surname _____

Forename _____

Previous name (e.g. maiden name) _____

Current address _____

Postcode _____

Date of birth _____

National Insurance number _____

First language _____

Home telephone number (including area code) _____

Work telephone number (including area code) _____

Email _____

Contact address if different from above _____

Do you have a disability?

Yes ☐ No ☐

If yes, please give details _____

2. Details of your household members

Please give details of everyone who will be moving with you

Person 1

Surname _____ Relationship to you _____
Forename _____ Do they live with you now? _____
Date of birth _____

Person 2

Surname _____ Relationship to you _____
Forename _____ Do they live with you now? _____
Date of birth _____

Person 3

Surname _____ Relationship to you _____
Forename _____ Do they live with you now? _____
Date of birth _____

Person 4

Surname _____ Relationship to you _____
Forename _____ Do they live with you now? _____
Date of birth _____

Person 5

Surname _____ Relationship to you _____
Forename _____ Do they live with you now? _____
Date of birth _____

3. where do you live now?

Are you currently:

A Helena Homes tenant	☐	Renting from a private landlord	☐
An owner occupier / shared owner	☐	Living in a hotel / hostel	☐
Renting from another housing association	☐	Living with friends or relatives (lodging)	☐
In accommodation connected to your job	☐	In a supported housing scheme	☐

Other (please state) _____

Please give your Landlord's name and address if applicable _____

Please give details of the property you own if applicable _____

What type of home do you live in now?

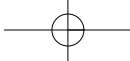
House	☐	Flat	☐	Bungalow	☐
Sheltered housing	☐	Hotel or hostel	☐	Maisonette	☐
No fixed abode	☐	Other (please state) _____			

How many bedrooms are there where you currently live? _____

Are you currently registered for rehousing on a council or housing association waiting list?

Yes ☐ No ☐

If yes, which one? _____



4. where would you like to live?

Which areas of St Helens would you like to live in?

Are you interested in a specific development?
(If yes, please state which)

Would you be interested in receiving information about future Helena Living developments?

Yes ☐

No ☐

What types of accommodation
would you consider?
(Please tick all types you would consider)

Apartment

☐

House

☐

Bungalow

☐

Older persons accommodation

☐

How many bedrooms do you require?
(You will normally be considered for one
bedroom more than your requirements)

1 Bedroom

☐

2 Bedrooms

☐

3 Bedrooms

☐

4 Bedrooms

☐

More

☐

How many

5. Income / Employment Details

Your details

Job title / Occupation

Location of employment

Are you: Permanently employed ☐
Temporarily employed ☐

Number of years employed in current role /occupation

Your income details:

Annual income before deductions

£

Basic monthly pay before deductions

£

Net monthly pay after deductions

£

Monthly total from pensions

£

Monthly total from benefits

£

Monthly total from other sources
(Please state where from)

£

What is the total amount of
savings or investments you have?

£

Joint applicant

Job title / Occupation

Location of employment

Are you: Permanently employed ☐
Temporarily employed ☐

Number of years employed in current role /occupation

Your income details:

Annual income before deductions

£

Basic monthly pay before deductions

£

Net monthly pay after deductions

£

Monthly total from pensions

£

Monthly total from benefits

£

Monthly total from other sources
(Please state where from)

£

What is the total amount of
savings or investments you have?

£



6. Rent & Mortgage

Do you or any joint applicant owe any rent or mortgage arrears on a current or previous property?

Yes ☐ No ☐

If yes, are these rent or mortgage arrears?

Rent ☐ Mortgage ☐

Have you ever had a County Court Judgement against you?

Yes ☐ No ☐

If yes, please provide written details with this application form and attach a copy of the Certificate of Satisfaction of Judgement

Have you ever been declared bankrupt?

Yes ☐ No ☐

If yes, please provide details.

If you are an owner occupier, please provide your Building Society / Lender details below

Name

Branch Address

(Please note that having rent and / or mortgage arrears will not necessarily affect your chance of purchasing a property)

7. General Information

Where did you hear about Shared Ownership?

Letter ☐ Employer ☐

Local Authority ☐ Housing Association ☐

Internet ☐ Family / Friends ☐

Radio ☐ TV ☐

Sign boards ☐ Word of mouth ☐

Newsletter (Please state which)

Newspaper / Magazine (Please state which)

Other (Please state which)

What is your main reason for wanting to purchase a Shared Ownership property?

First time buyer ☐

Unable to purchase outright ☐

Relationship breakdown ☐

Overcrowding ☐

Job relocation / employment reasons ☐

Other (Please state)

8. Declaration

Are you or the joint applicant	You	Joint applicant
An employee or Board Member of Helena Partnerships	Yes ☐ No ☐	Yes ☐ No ☐
A St Helens Councillor	Yes ☐ No ☐	Yes ☐ No ☐
A former employee of Helena Partnerships	Yes ☐ No ☐	Yes ☐ No ☐
A relative of any of the above	Yes ☐ No ☐	Yes ☐ No ☐

THE INFORMATION I HAVE GIVEN IN THIS FORM IS TRUE. I UNDERSTAND THE FOLLOWING

- You will put the information I have provided on your computer and use it to assess my application.
- You will keep the information confidential and hold it in line with the Data Protection Act 1998.
- You will only pass this information to another person if this will help you to process my application.
- You may make enquiries about my application with other agencies.
- If I give false information, you may take action against me.
- If required I accept I will provide proof of the information provided in this form.
- I must tell you immediately if any of the information in this application changes.

Your signature

Date

Joint applicant signature

Date

Equal Opportunities

It is against the law to discriminate against anyone because of their gender, marital status, race, colour, ethnic origin, nationality, disability or religious beliefs. Helena Living is committed to ensuring that all applicants are treated fairly. In order to check that this policy is carried out it would be helpful if you could answer the questions opposite. This information will remain strictly confidential and will be used only to monitor, develop and improve our service to customers. Please note: You are not obliged to complete this section and your application will not be affected in any way.

Disability

Under the Disability Discrimination Act 1995, a person is considered to have a disability if he/she has a physical or mental impairment which has a substantial and long-term effect on his/her ability to carry out normal day-to-day activities.

Do you consider that you meet this definition of disability?

You	Yes ☐	No ☐
Joint applicant	Yes ☐	No ☐

You	Joint applicant	
☐	☐	Visual impairment
☐	☐	Hearing impairment
☐	☐	Mobility disability
☐	☐	Mental health disability

You	Joint applicant	
☐	☐	Learning disability
☐	☐	Communication difficulties
☐	☐	Other (Please specify)

Ethnic/Racial Origin

You	Joint applicant	
☐	☐	White British
☐	☐	White Irish
☐	☐	White Other
☐	☐	Black British
☐	☐	Black Caribbean
☐	☐	Black African
☐	☐	Black Other
☐	☐	Chinese
☐	☐	Asian/Asian

You	Joint applicant	
☐	☐	British – Indian
☐	☐	Asian/Asian British – Pakistan
☐	☐	Asian/Asian British – Bangladesh
☐	☐	Asian/Asian British - Other
☐	☐	Mixed – White and Black Caribbean
☐	☐	Mixed – White and Asian
☐	☐	Mixed – Other
☐	☐	Any Other Ethnic Group (Please specify)

Gender and Age

You	Joint applicant	
☐	☐	Male
☐	☐	Female
☐	☐	Under 18

You	Joint applicant	
☐	☐	18-25 years
☐	☐	26-54 years
☐	☐	over 55 years