

PRIVATE AND CONFIDENTIAL

Shared Ownership application form



Please fill in this form and email to sales@soha.co.uk letting us know which Development and Plot you are interested in applying for. By sending Soha this completed form you are giving us the permission to forward this document to our recommended Financial Advisor for qualifying, who will also ask you for supporting documents like bank statements, payslips and proof of savings.

Development and Plot Number

1. Personal information	
You	Joint applicant
MR/ MRS/ MS/ MISS/ MX/ OTHER..... Surname..... First names..... Date of birth..... Address..... Postcode..... Contact no..... Email address.....	MR/ MRS/ MS/ MISS/ MX/ OTHER..... Surname..... First names..... Date of birth..... Address..... Postcode..... Contact no..... Email address.....

Who else will be living with you?	Name	Age	Relationship	Working?
Please include full name and status. If they are aged between 16 - 21 please state whether they are in full time education or working.				

2. Contact details in case of emergency

Applicant	Joint Applicant
Surname.....	Surname.....
First names.....	First names.....
Relationship to you	Relationship to you
Contact no.....	Contact no.....
Email address.....	Email address.....

**Declaration and application guidance for
low-cost home ownership and rental application form**

Important notes

Soha Housing will only use your personal data for the purpose of processing your application for housing and will hold your information in accordance with the Data Protection Act 2018 and UK GDPR.

All information that you give us on this form (and information resulting from contact with your landlord and/or employer) may be shared with the same only in relation to this application.

All information will be treated in the strictest confidence. We reserve the right to take up any reference relating to applicants as we consider necessary and may also search the files of any credit reference agency which will keep a record of any such request.

We must protect the public funds that we handle and may also use the information you have provided on this form to prevent and detect fraud. Under section 29(3) of the Data Protection Act 1998 the information may only be disclosed for purposes of crime prevention and detection. Sensitive personal data such as racial or ethnic origin, offences (including alleged offences) and physical and mental disabilities are required under the Equal Opportunities Monitoring statute.

Soha Housing Association is legally bound to comply with the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017, the Proceeds of Crime Act 2002 and the Terrorism Act 2000. We may therefore utilise electronic means of verifying customers’ identities.

We may also share the information with other organisations that handle public funds. The information may be used for statistical surveys, which means we may pass this information in confidence to the Office of the Deputy Prime Minister, the Housing Corporation and agencies working on our and their behalf.

Declaration

It is a criminal offence to knowingly or recklessly make a false declaration or withhold information reasonably required in connection with your application. I have read the above and confirm that I have provided accurate and up-to-date information relating to my application for home ownership. I understand that if it is found that false information has been given to obtain housing either knowingly or recklessly, appropriate legal action may be taken, and Soha Housing may seek possession of any leasehold tenancy granted.

I understand that if I am a housing association tenant, I will be required to give up my rented home on the day of completion if I buy or rent a home through any of the schemes that Soha Housing is offering.

I authorise Soha housing to pass information to local authorities, credit reference agencies and to estate agents who may be able to assist in locating properties for applicants.

I understand that I am are responsible for obtaining my own mortgage and complying with any of the mortgage conditions listed. Soha Housing requires that I take independent financial advice in seeking a mortgage suitable for my income and financial circumstances and receive a written recommendation with reasons why the mortgage is most suitable for me as defined in the mortgage code.

I understand that Soha housing cannot contribute towards any legal, valuation/survey and mortgage costs and that I have sufficient funds to meet these costs. I also understand that I will be liable for these costs should the purchase not proceed.

I understand that I will need to pay any deposit due at exchange of contracts from my own resources and at my own risk.

Equal opportunities

It is against the law and our equal opportunities policy to discriminate anyone because of their sex, colour, race, religion, disability, or sexual orientation. In order to ensure that we do not discriminate, we need to keep records. If you do answer the question, it will not affect your application in any way. Sensitive personal data such as ethnic origin, and physical or mental disabilities are required under the Equal Opportunities Monitoring statute. Under the Data Protection Act 2018 and UK GDPR the information may be disclosed for purposes of crime prevention and detection.

How would you describe ... (please tick for each applicant)

... your ethnic origin?

	Applicant	Joint applicant		Applicant	Joint applicant
White			Asian or Asian British		
British	☐	☐	Indian	☐	☐
Irish	☐	☐	Pakistani	☐	☐
Other	☐	☐	Bangladeshi	☐	☐
			Other	☐	☐
Mixed			Black or Black British		
White & Black Caribbean	☐	☐	Caribbean	☐	☐
White & Black African	☐	☐	African	☐	☐
White & Asian	☐	☐	Other	☐	☐
Another ethnic group (please state)					
Prefer not to say	☐	☐			

... your sexual orientation?

Bisexual	☐
Gay	☐
Heterosexual	☐
Other	☐
Prefer not to say	☐

... your religion?

Buddhist	☐
Christian	☐
Hindu	☐
Jewish	☐
Muslim	☐
Sikh	☐
No religion	☐
Other	☐
Prefer not to say	☐

Do you, or does anyone else, in your household consider yourselves to be disabled? Yes / No

If so, please supply details below along with their full name and relation to you.