



# Application form

NEW FOREST  
DISTRICT COUNCIL  
SHARED OWNERSHIP





Please complete this application if you wish to apply to buy a New Forest District Council Shared Ownership home. You can also apply online at **\*\*insert web address here\*\***.

It is important that you complete the application in full providing as much information as possible.

For your application to be successful you must meet the necessary eligibility, affordability and local connection criteria set out for the property. If you would like further information please contact us on.

T: 023 8028 5850

E: [sharedownership@nfdc.gov.uk](mailto:sharedownership@nfdc.gov.uk)

Development or property you would like to apply for:

.....

Have you registered with 'Help To Buy South'?

Yes  No

If yes, your registration number:

.....

If 'no', please contact **\*\*insert Help To Buy details here\*\***. Please note, this is a requirement in order to proceed with your application.

## 1. Personal details

### Applicant one

Title

.....

Forename/s

.....

Surname

.....

Date of Birth

.....

National Insurance Number

.....

Is this a joint application?

Yes  No

### Applicant two

Title

.....

Forename/s

.....

Surname

.....

Date of Birth

.....

National Insurance Number

.....

## 2. Contact details

### Applicant one

Email address

.....

Primary phone number

.....

Secondary phone number

.....

Address (including post code)

.....

.....

.....

When did you move to this address?

.....

If you have lived at this property for less than five years, please provide details of previous addresses below.

Previous address (including post code)

.....

.....

.....

### Applicant two

Email address

.....

Primary phone number

.....

Secondary phone number

.....

Address (including post code)

.....

.....

When did you move to this address?

.....

If you have lived at this property for less than five years, please provide details of previous addresses below.

Previous address (including post code)

.....

.....

.....

## 3. Household details

Please provide details of those who will be living with you

1.

Forename/s	
Surname	
Date of Birth	
Relationship to you	

2.

Forename/s	
Surname	
Date of Birth	
Relationship to you	

3.

Forename/s	
Surname	
Date of Birth	
Relationship to you	

4.

Forename/s	
Surname	
Date of Birth	
Relationship to you	

Please complete this section in full - you can continue on another sheet of paper for additional people. You only need to do this for those members of the household that are **not** part of this application but will be living with you. If you are expecting a child, please included the baby's anticipated date of birth.

Is anyone in your household required to give or receive care or support from a relative or friend who does not live with you?

Yes  No

Please provide details

.....

.....

.....

.....

.....

## 4. Housing register

### Applicant one

Are you on the New Forest District Council Housing Register?

Yes  No

Registration number

.....

### Applicant two

Are you on the New Forest District Council Housing Register?

Yes  No

Registration number

.....

## 5. Local connection

**For information on local connection please refer to the advice in section 11 at the end of this application form.**

### Applicant one

Do you have a local connection to the New Forest?

Yes  No

If yes, please tick as appropriate below:

Resident  Employed

How long have you had the connection?

.....

Do you have a connection to a rural parish?

Yes  No

If yes, please provide details below:

Parish

.....

Connection

.....

### Applicant two

Do you have a local connection to the New Forest?

Yes  No

If yes, please tick as appropriate below:

Resident  Employed

How long have you had the connection?

.....

Do you have a connection to a rural parish?

Yes  No

If yes, please provide details below:

Parish

.....

Connection

.....

## 6. Property details

What size property are you looking to purchase?

- One bedroom    Two bedroom  
 Three bedroom    Four bedroom

What type of property are you looking for?

- Apartment    House

Does anyone in your household have a disability?

- Yes    No

If yes, please provide details below

.....  
.....  
.....  
.....

## 7. Employment

### Applicant one

What is your current employment status?

- Full time    Part time    Self employed  
 Retired    Unemployed

What type of contract are you on?

- Permanent    Temporary

If temporary, please provide details below

.....  
.....

Job title

.....

Annual income (before tax)

£ .....

Name of employer

.....

Employer's address

.....  
.....

### Applicant two

What is your current employment status?

- Full time    Part time    Self employed  
 Retired    Unemployed

What type of contract are you on?

- Permanent    Temporary

If temporary, please provide details below

.....  
.....

Job title

.....

Annual income (before tax)

£ .....

Name of employer

.....

Employer's address

.....  
.....

## 8. Financial status

### Applicant one

Total savings £ .....

Total outstanding loans £ .....

Are you employed by NFDC or related to an NFDC employee or Council member?

Yes  No

If yes, please provide details

.....  
.....

### Applicant two

Total savings £ .....

Total outstanding loans £ .....

Are you employed by NFDC or related to an NFDC employee or Council member?

Yes  No

If yes, please tell us their name

.....  
.....

I/we have access to sufficient funds to raise a deposit

Yes  No

Please provide details

.....  
.....

I/we have kept up with payments on loans and any credit agreements

Yes  No

If no, please provide details

.....  
.....

Please tick to confirm I/we do **not** have any outstanding County Court Judgements (CCJs)

If you do have outstanding CCJs, please provide details

.....  
.....

Please tick to confirm I/we are **not** in rent or mortgage arrears

If you are in arrears, please provide details

.....  
.....

Is your combined household income less than £80,000 per year?

Yes  No

## 9. Additional information

What are your reasons for applying for shared ownership?

First time buyer

Relationship breakdown

To move to a larger property

To move to a smaller property

To be closer to work

Other, please provide details below

.....  
.....

How did you hear about New Forest District Council's shared ownership?

Through the council

Help to Buy agent

Sign / board

Online

Employer

Word of mouth

Newspaper / magazine

Social media

Other, please provide details below

.....  
.....

# 10 .Declaration

I/we certify that the information given on this form is true and accurate to the best of my/our knowledge. I/we understand that knowingly withholding information or giving false information I/we are guilty of a criminal offence. Doing so may invalidate my/our application and could lead to prosecution.

I/we shall inform New Forest District Council of any changes in my/our circumstances.

Applicant one signature

.....  
Date

.....  
Applicant two signature

.....  
Date

## **Data protection**

Please refer to our privacy notice online at [newforest.gov.uk](http://newforest.gov.uk)

## **New Forest District Council Shared Ownership Interest List**

In completing this form, you are giving agreement for your details to be retained by the council on its Shared Ownership Interest List.

## **Advice on completing your application form**

If you would like further advice on completing your application for shared ownership please contact our Housing Strategy and Development Team.

Email: [sharedownership@nfdc.gov.uk](mailto:sharedownership@nfdc.gov.uk)  
Tel: 023 8028 5850

## **Please return your completed application to**

Housing Strategy and Development Team  
New Forest District Council  
Appletree Court, Beaulieu Road  
Lyndhurst, SO43 7PA

Email: [sharedownership@nfdc.gov.uk](mailto:sharedownership@nfdc.gov.uk)

# 11. Advice on New Forest District Council Local Connection

Initial priority in the sale of New Forest District Council shared ownership homes will go to applicants with a local connection.

## Local Connection

Local connection will be established by:

### i) Residence

- An applicant or their partner has been resident in the Council's district for a continuous period of two years at the time of the application.
- An applicant or their partner has resided in the Council's district area for 10 years or more in the past

### ii) Employment

- An applicant or their partner has been employed for a period of at least two years in the district area

## Rural Connection

Shared ownership properties in rural parishes may prioritise applicants with a local connection to the parish. A rural local parish connection will be established by:

### *Band A*

Applicants who live or are employed in the rural parish and have been for longer than 10 years, or have lived in the rural parish for more than 10 years previously, or are a designated key-worker performing an essential service for the rural parish community where there is an established need for the applicant to be rehoused to maintain the service.

### *Band B*

Applicants who live or are employed in the rural parish and have done so for longer than five years, or have lived in the rural parish for more than five years within the last 15 years, or whose parents, siblings or adult children live in the rural parish and have done so for 10 years or longer.

### *Band C*

Applicants who live or are employed in the rural parish and have done so for longer than two years, or have lived in the rural parish for more than two years within the last 15 years or whose parents, siblings or adult children live in the rural parish and have done so for five years or more.

## Rural Parishes

Ashurst/Colbury	Godshill
Beaulieu	Hale
Boldre/Pilley/Norley Wood	Hordle
Bransgore/Sopley	Hyde
Breamore	Lyndhurst
Brockenhurst	Martin
Brook/Bramshaw	Milford-on-sea
Burley	Minstead
Copythorne/Bartley	Netley Marsh/Woodlands
Damerham	Rockbourne
Denny Lodge	Sandleheath
East Boldre/East End	Sway
Ellingham/Harbridge/lbsley	Whitsbury
Exbury/Lepe	Woodgreen