

IMPORTANT, PLEASE READ THE ATTACHED NOTES BEFORE COMPLETING THIS APPLICATION FORM:

- Write clearly and in block capitals
- Tick the appropriate boxes when necessary
- If you do not fill in all the sections of the form that apply to you we will be unable to process your application
- Please provide two proofs of identity and address

DATA PROTECTION STATEMENT

The information you provide will be stored on a computer. Hackney Council has a duty to protect public funds. In order to detect and prevent fraud the Council may share this information with other bodies administering public funds such as the Benefits Agency or other Council sections such as Housing Benefit.

It is a criminal offence to give false or misleading information or to hold back relevant information concerning your application.

Part One: Main Applicant

Title M/F First Name

Last Name

Date of Birth (DD/MM/YY) National Insurance Number

Nationality

Address (where you live now)

Postcode: Tel: Mobile:

Date moved in

Landlord's details:

Title First Name

Last Name

Address

Postcode: Tel: Mobile:

1 Are you or anyone who is applying with you under immigration control under the Asylum and Immigration Act 1996? Yes No

2 Has Hackney or any other Council found you intentionally homeless during the last two years? Yes No

3 Have you, or any one who is applying with you been evicted from a council or housing association property where you were a tenant during the last five years? Yes No

4 During the last five years, have you moved out of a council or housing association property where you were a tenant without telling your landlord? Yes No

Is this a Joint Application? Yes No

If Yes, Household member two will be considered the joint applicant and will need to sign page 9 on this form.

Please list your previous addresses for the past five years (starting with the most recent first):

Full Address	Type of Landlord (i.e. Council/Housing Association/Private/ Family or Friend)	Tenure Status (i.e. Secure Tenant/ Shorthold Tenant/ Licensee/Tenant)	Date You Moved In (DD/MM/YY)	Date You Left (DD/MM/YY)	Reason for Leaving

Household details: Spouse/Partner/Family Member

Person 2

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 3

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 4

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 5

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 6

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 7

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

Person 8

Title First Name

Last Name

M/F Relationship to main applicant Date of Birth (DD/MM/YY)

Nationality National Insurance Number

Address (where you live now)

Postcode: Tel: Mobile:

The Council must make sure that the way we choose who we house is fair and does not discriminate either directly or indirectly, against or in favour of any specific group. One of the ways we do this is to monitor lettings and offers by the ethnicity of the main applicant for housing. This is why we ask about your ethnic origin on the application form.

What is your ethnic group?

Please choose one section from the alphabetical list (A to D) below and tick the box you feel best reflects your households cultural background.

A - Asian or Asian British:

Bangladeshi Chinese Indian Pakistani Vietnamese

B - Black or Black British:

African Caribbean Somail Other

C - European

Cypriot-Greek Cypriot-Turkish Turkish Kurdish Other

D - Mixed Race:

Asian & White Black African & White Black Caribbean & White Other

E - White or White British:

English Irish Scottish Welsh

Other (please specify)

Do you or any member of your household have a disability? YES NO

Under the Disability Discrimination Act, 1995 a person is considered to have a disability if they have a physical or mental impairment which has sustained and long term adverse effect on their ability to carryout normal day-to-day activities.

If "Yes", please state the name of the person and what the disability is:

Name of person	Description of Disability

Is anyone in your household pregnant? YES NO When is the baby due?

If yes, please say who:

Please enclose proof of pregnancy (i.e. maternity/hospital documents) which confirms the date the baby is due
Do you or any member of your household have a health condition? YES NO

If "Yes", please state the name of the person and describe what the medical condition is:

Name of person	Description of Health Condition

It is important that you let us know if you or any member of your household have a health condition. You must fill out a separate medical assessment form for each person with a health condition. We will send you a Medical Assessment Form to complete and return to us. At this stage we do not need any additional information and will contact your Doctor or appropriate person if and when necessary.

Is there anyone you have included on this form who would consider living separately from you?

Name	Address	Contact Number	Relationship to you

If anyone listed in the above section is not living with you please say who, why and where they are staying now:

Who	Why	Address now

Have you or anyone on this application ever been a tenant of Hackney Council or any other Council or Housing Association? YES NO

If "Yes", who did you or they hold their tenancy with?

When did your or their tenancy end?

What was the address?

Do you or anyone included in the application work for Hackney Council? YES NO

Are you related to anyone who works for Hackney Council? YES NO

If "Yes", state who and their job title

Name	Job Title	Department

Are you or anyone listed above an elected member of the Council? YES NO

Are you related to an elected member of the Council? YES NO

If "Yes", state to who and what relationship you have with them

Part Two: Employment and income

Are you employed? YES NO

If "Yes", please tick the box that reflects your total weekly income, before deductions of the whole household.

Under £100

£100 - £200

£200 - £300

£300 - £400

£400 - £500

£500 - £600

over £600

If you or anyone listed on this application are in full time or part time work, if so please provide the following details:

Name of person in work	Employers name and address	Weekly/Monthly income

Please tick the appropriate box(es) below if you or anyone on this form are receiving any of the following:

Income Support Job Seekers Allowance Child Benefit Housing Benefit State Retirement Pension
Maternity Allowance Private Occupational Pension Disability Living Allowance Severe Disablement
Allowance Incapacity Benefit Industrial Injuries Benefit Other:

Please tell us your individual total income for week/month

Name	Income/Amount	Source

Please provide details of the total amount of any savings; this includes all assets such as Bank/Building Society, Accounts, Saving Certificates, Stocks, Shares, etc.

Name of holder	Assets	Amount

If you have any other income, please tell us the amount each week £

Where do you receive this income from?

Part Three: Your home

Who owns the home you currently live in?

If this is not you, please supply us with the address of the owner:

Are you paying rent for your home? YES NO

If "Yes", who do you pay rent to?

Please tick the box that best describes your present accommodation:

Private rented accommodation Lodger Your parent's home No fixed abode A relative's home
Owner occupier Squatting Renting from the Council A friend's home Bed and Breakfast
Renting from the Housing Association Hostel Other

Please tell us what best describes your home:

House Flat Maisonette Hotel Hostel Other

How many bedrooms does the property have?

How many bedrooms are used by the people on your application

Please list where you and all those included on this application are sleeping/living:

Name	Which room (example Bedroom 1)	Date of Birth	M/F

Do you have use of the following rooms?

Living room: YES NO Kitchen: YES NO Toilet: YES NO Bathroom: YES NO

How many rooms do you have for your own family to use

How many rooms do you have for your own personal use

How many people share any of the rooms mentioned above who are not listed on this form?

Does it have a lift? YES NO Does the lift stop on your floor? YES NO

Floor and heating preferences

What floor is your home on? Tell us up to what floor you would prefer?

Would you accept a property without full central heating? YES NO

Does your current home have Central Heating? YES NO

Does your current home have: A Balcony A Resident Warden A Concierge Service A Garden

Has your home been altered to make it suitable for a person with health or mobility problems? YES NO

If "Yes", please describe the alterations:

Would you like advice on house purchase schemes? YES NO

Tenancy or ownership of other properties:

Do you have an interest in any residential property. This could be as an owner, YES NO
joint owner, leaseholder or a Council or Housing Association tenant.

If “yes” please provide details below

Part Four: Where do you want to live?

Please specify here which areas of the borough you are prepared to live in. The areas are the same as the electoral wards. Look at the map on page 19 before you tick the wards you want. Please keep the map for your information. Your first choices should be marked with a 1 in the box. The more wards you choose the more likely it is that we can help you. **YOU MUST WRITE AND TELL US IF YOU WISH TO CHANGE YOUR CHOICES.**

You should choose at least six wards otherwise you may be considered for the whole borough.

What wards would you prefer?

North East Neighbourhood (Stamford Hill)

Brownswood (NE Part) Cazenove Hackney Downs Lea Bridge Lordship (NE Part)
New River Springfield

North West Neighbourhood (Stoke Newington)

Brownswood (NW Part) Clissold Dalston Lordship (NW Part) Stoke Newington Central

De Beauvoir & Queensbridge Neighbourhood (Kingsland)

De Beauvoir (Part) Haggerston (Part) Queensbridge

Shoreditch Neighbourhood

De Beauvoir (Part) Haggerston (Part) Hoxton

Homerton Neighbourhood (South Hackney)

Chatham Hackney Central Kings Park Victoria Wick

Tenant Management Organisations (TMO)

A TMO is a group of council tenants and leaseholders living in council owned housing. Residents are trained in managing the estate they live in. The TMO acts as the Council’s agent to conduct some or all of the landlord’s duties. Every adult tenant and leaseholder is entitled to be a member of a TMO, more and more estates are being managed by their tenants.

Are you interested in living on an estate where there is a Tenant Management Organisation? YES NO

What type of home would you prefer?

Housing Associations

Housing Associations are independent organisations which provide housing accommodation. A majority of them are non profit making bodies and are registered as either charities or as industrial, provident or friendly societies. Some are profit making associations, which are not charities but are often linked to charitable organisations. If you need a home with four bedrooms or more, or an adapted home, you must include housing association properties in your choices.

We will consider you for a housing association property unless you tick below:

I do not want to be considered for housing association property

Sheltered Housing

Anyone who is 55 years or over may be considered for supportive housing for older people called “Sheltered Housing”. It is self contained accommodation that has 24 hour emergency alarm cover and many of the sheltered schemes have a residential member of staff living on site.

Older Persons Dwelling

If you do not want supported housing the council has some properties spread across the borough that have been set aside for older people. The age limit varies for some particular blocks but homes will usually be offered to those over 50 years of age.

Are you over 55 years of age or over and interested in sheltered housing YES NO

Are you interested in special re-housing schemes for those over 50? YES NO

Buying a home

Shared ownership helps people on a low income to buy their home. You buy part of you home and rent the other part.

If you would like advice and information about buying a home, including shared ownership, tick this box

Key Workers

If you are a public sector worker please tell which:

Pets

Some Housing Associations will not let you move into their property if you have a pet. Do you have a pet?

YES NO

If “Yes”, please specify:

If a Housing Association offers you somewhere to live with pet restrictions, would you be prepared to find another home for your dog or cat?

High Floor Offers

If you have children under 10 and would accept accommodation higher than the 3rd floor without a lift or the 5th with a lift please state the highest floor level acceptable to you.

Floor	With a lift	Floor	Without a lift

If you complete this question, you will not be able to refuse an offer as being too high if it meets your requirements as stated above. You should let us know in writing if you change your mind before any offer is made.

Moving out of Hackney

Fresh Start Scheme

Opportunities exist for Hackney residents to be re-housed throughout England quickly. The accommodation is of good quality, and they are often in areas where there are good employment opportunities. You may also qualify for a relocation package such as travel expenses to view a property and home removal expenses if you are accepted onto the scheme.

Would you like advice on the Fresh Start Scheme? YES NO

Nomination to another Local Authority

Nomination prospects to East London Mobility Scheme: Newham Redbridge

Opportunities to be nominated to another Local Authority to move out of Hackney are extremely limited. If you wish to be considered for a move out of the borough, please give the following information:

Areas where you want to live	Name of the Local Authority (Council)

Name and address of close family relative or employer within the area:

Part Five: Special Circumstances

Domestic Violence/Harassment

Are you in danger from: A Violent Partner Racial Harassment Homelessness Any other Reason

Please give brief further details and attach copies of any relevant paperwork:

We may need to interview you. Would you prefer to be interviewed by: A Woman A Man No Preference

Sharing Information

I understand and agree that the information I have provided on this form may be shared with another local authority, a housing association or a tenant management organisation, if they are considering my application.

Other information

Please tell us anything you want us to know about your application here

Important Information

- You must advise us fully with appropriate documentation on members included in the application who are subject to immigration control.
- Please check that you have filled out all sections of this form as fully and accurately as possible. Ask for help if you are unsure about anything, staff at the Homelessness and Housing Advice Unit are there to help you.
- It is essential that you tell us of any changes in your household, your circumstances, or would like to change your preferences.

Any changes to your circumstances, please make us aware immediately

I declare that to the best of my knowledge and belief the information given is correct in every detail. I understand it is an offence to give false or misleading information or to hold back relevant information. I also understand that you will check this information and if any information is found to be false, I may be prosecuted and you may repossess my home. If I am prosecuted by you and found guilty, I understand that I could be ordered to pay a fine of up to £5000. It is my duty to make sure that my application form is honest. Failure to do so could lead to the Council evicting me from any tenancy I obtain illegally, through deception and dishonesty or through inappropriate means from Council workers or Officers. I hereby give you my consent to obtain information from any other parties or agencies.

Signature 1

Print Name 1

Date:

Signature 2

Print Name 2

Date:



Return this form to:
Housing Needs Service
Hackney Service Centre
1 Hillman Street
Hackney
London
E8 1DY.

Tel: **0208 356-2929**
Fax: **020 8356 5835**

This application form enables you to apply for Council housing in Hackney. If you need any advice or assistance in completing this form could you please inform the officer who is interviewing you. Why not ask a friend to translate it for you. We can also help you if you have difficulty reading or understanding this form. Please contact the Housing Support Services team (formerly the Housing Register) on 020 8356 2929

If you would like to find out what this document says please tick the appropriate box, put your name, address and phone number at the bottom of this page and return it to the address below.

Bengali

এই দলিলে কি লেখা আছে সে সম্পর্কে যদি আপনি জানতে চান তাহলে অনুগ্রহ করে উপযুক্ত বাক্সে টিক দিন, এই পাতার নীচে আপনার নাম, ঠিকানা ও ফোন নম্বর লিখুন এবং এটি নীচের ঠিকানায় ফেরত পাঠান।

Somali

Haddii aad jeclaan lahayd in aad ogaato waxa dokumeentigani sheegayo fadlan calaamadi godka ku haboon, ku qor magacaaga, cinwaanka iyo telefoon lambarkaaga boggan dhankiisa hoose ka dibna ku celi cinwaanka hoose.

French

Si vous désirez connaître le contenu de ce document, veuillez cocher la case appropriée et indiquer votre nom, adresse et numéro de téléphone au bas de cette page et la renvoyer à l'adresse indiquée ci-dessous.

Spanish

Si desea saber de lo que trata este documento, marque la casilla correspondiente, escriba su nombre, dirección y número de teléfono al final de esta página y envíela a la siguiente dirección.

Kurdish

Ger hun dixwazin bizanibin ku ev dokument çi dibêje, ji kerema xwe qutîka minasib îşaret bikin, nav, navnîşan û hejmara telefona xwe li jêrê rûpel binivîsin û wê ji navnîşana jêrîn re bişînin.

Turkish

Bu dökümanda ne anlatıldığını öğrenmek istiyorsanız, lütfen uygun kutuyu işaretleyerek, adınızı, adresinizi ve telefon numaranızı bu sayfanın alt kısmına yazıp, aşağıdaki adrese gönderin.

Polish

Jeśli chcesz dowiedzieć się, jaka jest treść tego dokumentu, zaznacz odpowiednie pole, wpisz swoje nazwisko, adres i nr telefonu w dolnej części niniejszej strony i przeslij na poniższy adres.

Vietnamese

Nếu bạn muốn biết tài liệu này nói gì hãy đánh dấu vào hộp thích hợp, điền tên, địa chỉ và số điện thoại của bạn vào cuối trang này và gửi lại theo địa chỉ dưới đây.

Urdu

اگر آپ یہ جاننا چاہتے ہیں کہ دستاویز میں کیا لکھا ہے تو ازراہ کرم مناسب باکس میں صحیح کا نشان لگائیے اور اپنا نام، پتہ اور فون نمبر اس صفحہ کے نیچے لکھئے اور اسے نیچے دیئے گئے پتہ پر واپس بھیج دیجئے۔

Chinese

如果你想知道這分文件的詳細內容，請在方框內打鉤，在本頁下面寫下你的名字、地址和電話號碼並寄到下面的地址。

If you would like this document in any of the following formats or in another language not listed above, please complete and send the form to the address below.

In large print

On Disk

In Braille

On audio tape

In another language, please state:

Name:

Address:

Tel:

Return to: Housing Options and Advice, Hackney Service Centre, 1 Hillman Street, Hackney, London, E8 1DY.

Guidance Notes – Can I join the housing waiting list

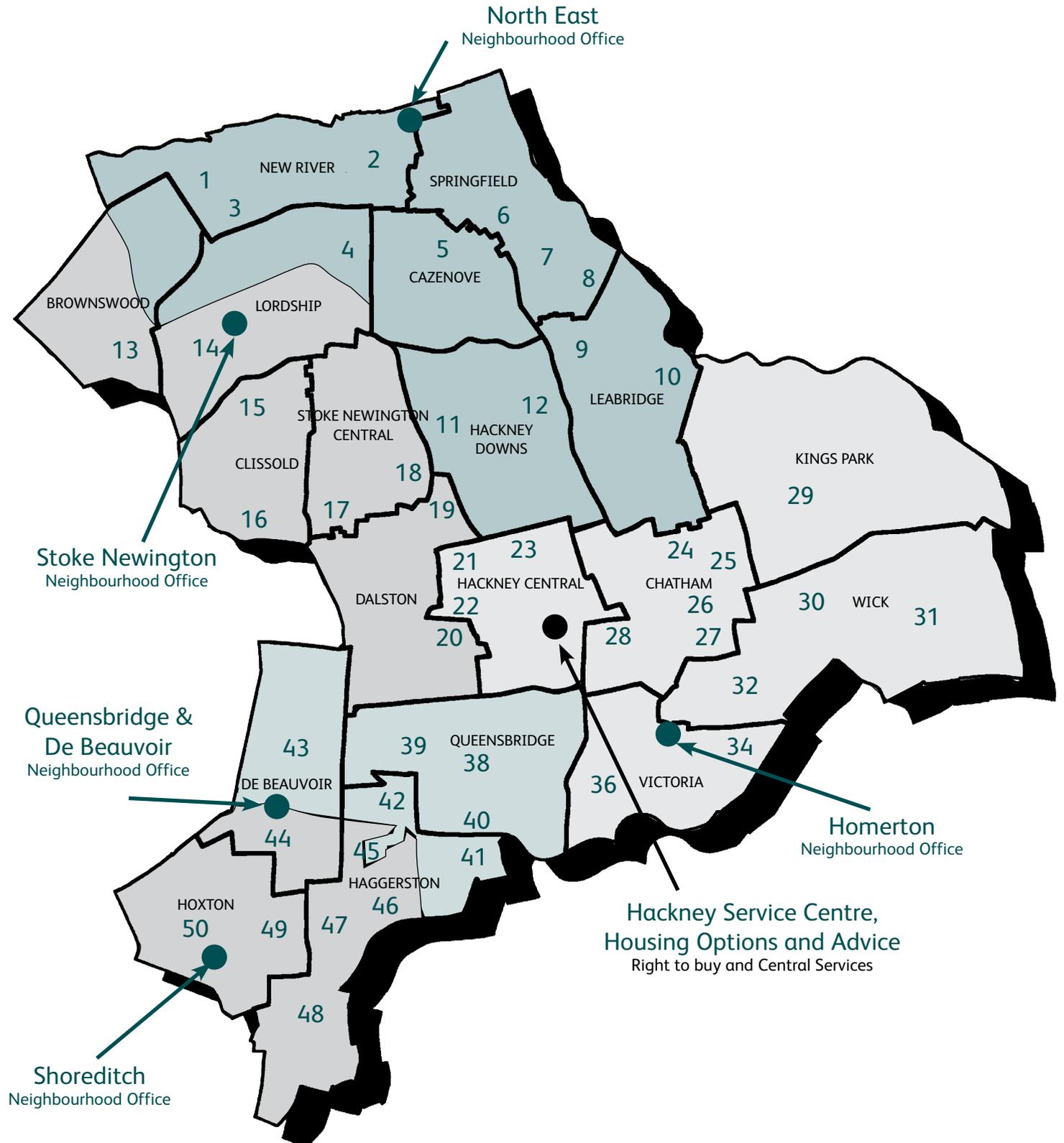
Not everyone is entitled to join the Councils waiting list. If you do not understand any of the questions, or need any help, please ask the [Housing Advice and Homelessness Unit](#) which is based at [Hackney Service Centre, 1 Hillman Street, London, E8 1DY](#).

If you fall within one of the following categories you may not be eligible to apply for Council housing:

1. you are an asylum-seeker
2. you can stay in the country as long as you do not receive state benefits or live in public housing (this is known as having 'leave to remain in the country provided you do not have recourse to public funds')
3. you are an illegal immigrant
4. you are an overstayer
5. you would fail the Habitual Residence Test
6. you are someone who is required to leave the UK by the government
7. you are someone who is not habitually resident in the British Isles
8. you have been given leave to enter or remain in the UK as a sponsored immigrant and have been living in the UK for less than 5 years and your sponsor is still alive
9. anti social behaviour – The Council could have obtained a possession order on the grounds of unacceptable behaviour if you were a council tenant.

This is not a full list. If you are in any doubt, you should get independent legal advice.

Map of Hackney – Showing neighbourhood boundaries, wards and major estates



See over page for key to map ►

Housing Estates in Hackney

The major estates are listed below by ward and neighbourhood. Only those with numbers can be found on the map.

NORTH EAST NEIGHBOURHOOD

New River Ward	
Woodbury Down	1
Lincoln Court	2
Lordship North	3
Lordship Ward	
Holmleigh Road	4
Cazenove Ward	
Nelson Mandela	5
Springfield Ward	
Fawcett	6
Lea View	7
High Hill	
Leabridge Ward	
Wrens Park	
Jack Watts	
Hackney Downs Ward	
Nightingale	
The Beckers	
Ickburgh	12
Gooch	
Hunsdon	
Newcombe House	

STOKE NEWINGTON NEIGHBOURHOOD

Brownswood Ward	
St Johns Court	
Portland Rise	

Lordship Ward	
Lordship South	14
Clissold Ward	
Hawksley Court	15
Milton Gardens	16
Burma Court	
Shellgrove	
Stoke Newington	
Central Ward	
Somerford	17
Morris Blitz	18
Shacklewell House	
Shacklewell Row	
Dalston Ward	
Downs	19
Rhodes	20

HOMERTON NEIGHBOURHOOD

Hackney Central Ward	
Mountford	21
Wayland	
Wilton	22
Wayman Court	
Boscobel House	
Aspland	23
Marcon Court	
Chatham Ward	
Jack Dunning	24
Bannister	25
Nisbet	26
Wyke	27

Trelawney	28
Kings Park Ward	
Clapton Park	29
Wick Ward	
Herbert Butler	30
Trowbridge	31
Gascoyne	32
Victoria Ward	
Frampton Park	33
Banbury	34
Parkside	35

QUEENSBRIDGE & DE BEAUVOIR NEIGHBOURHOOD

Queensbridge Ward	
Morland	37
Fields	38
Mapledene	
Holly Street	39
Regents	40
Regents Court	
Suffolk	
Haggerston Ward (Part)	
Whiston	41
Goldsmiths	
Haggerston West	42
Acton	
Kingsland	
De Beauvoir Ward (Part)	
De Beauvoir	43

SHOREDITCH NEIGHBOURHOOD

De Beauvoir Ward (Part)	
Coville	44
Hobbs Place	
Knigsgate	
Lockner	
Haggerston Ward (Part)	
Geffrye Court	45
Fellows Court	46
Arden	47
Pitfield	48
New Kingshold	36
Follingham	
York Row	
Hoxton Ward	
Wenlock Barn	49
Cranston	50
Provost	51
St Johns	
Shepherds Market	
Windsor Terrace	

Offices are located at:

Queensbridge & De Beauvoir Neighbourhood Office

(Kingsland)
31 De Beauvoir Road,
London N1 5SS
Tel: 020 8356 6630

Homerton Neighbourhood Office

(South Hackney)
92 Well Street, London E9 7JA
Tel: 020 8356 7800

North East Neighbourhood Office

(Stamford)
Clock House 149 Stamford Hill
London N16 5LG
Tel: 020 8356 6500

Stoke Newington Neighbourhood Office

Stoke Newington Municipal Offices
Stoke Newington Church Street,
London N16 0JR
Tel: 020 8356 6100

Shoreditch Neighbourhood Office

Bletchley Court, 1 Cropley Street,
London N7 7PT
Tel: 020 8356 6705

Housing Advice & Homelessness Section

Hackney Service Centre
1 Hillman Street
London E8 1DY
Tel: 020 8356 2929