

Homelessness & Housing Circumstances Priority Pass Application Form



HAPPY TO TRANSLATE



OCHIL VIEW
—Housing Association Ltd.—

If you are homeless or if you may become homeless

If you are homeless, for example, if you have no fixed abode, are sleeping rough or roofless, or may become homeless in the next two months by losing your home, you should contact your local authority immediately for advice and assistance. If it is necessary the Council can also provide temporary accommodation. Ochil View cannot carry out a homelessness assessment or provide temporary accommodation – this must be done by the Council.

Contact details for Clackmannanshire Council are given at the bottom of this form

The Council will carry out a homelessness assessment and explain in more detail what is involved. They may also provide advice and assistance to help you keep your home, if this is possible.

If your council accepts that you are homeless and that they have a duty to rehouse you, you will be eligible for a Gold Priority Pass under our homehunt Housing system.

To apply for a Priority Pass for homelessness we need to see the award letter from your council that advises the outcome of your homelessness assessment. Send us a copy of the letter, or bring it to the office. If the Council has decided that you are statutorily homeless we will award a Gold Priority Pass. If you'd like more information about this, please ask us or phone the office on 01259 727498.

Application

Registration No.

Your Name _____

Your current address (if you have no current address, please write No current address)

_____ Your Postcode _____

Your telephone number _____

Applicants who are homeless

If you are homeless and have written confirmation of this from the Council, please enclose a copy of the decision letter.

Please tick the box if you are homeless

Applicants with insecure accommodation

If you have no legal right to remain in your home or may become homeless within 2 - 6 months, we will award a Bronze pass for insecure accommodation. Please tick the appropriate box if you:

- Are living with friends or relatives (not with your parents)
- Are living in a caravan or mobile home
- Have a Short term tenancy like a Short Assured Tenancy or an Occupancy Agreement with less than 6 months to run.
- Have received a notice to quit, are a lodger, or if you are an owner who has sold his/her home and a date of entry has been agreed.
- Are living with an ex-partner, and your relationship has ended
- Have financial difficulties and have put your home up for sale
- Are currently living in a refuge
- Are currently in prison (we will suspend your application until you are going to be released).
- Are in tied or Forces accommodation
- Are in hospital or a residential /nursing home (we will suspend your application until you are about to be discharged).
- In care (looked after by a Local authority)

Please send us confirmation of your possible homelessness, for example, a letter from the householder, tenancy (or occupancy agreement), notice to quit, letter from solicitor or sales particulars of your home etc.

Applicants seeking independent accommodation

We will award a Bronze pass to applicants who are seeking independent accommodation. Please tick the appropriate box if you:

- Are living with your parents and want to leave
- Share your home with others who are not members of your household
- Are a student in halls of residence or a lodger

Other applicants

Please tick the box if you are

- A council tenant or Housing Association tenant
- A home owner or sharing owner **and** you have sold your home
- In supported accommodation

Limiting your pass

If you are awarded a Priority Pass, you can limit it to certain types of property.

Property types you want to limit your pass to

(if you don't want to limit your pass, leave them all blank)

- | | |
|--|---|
| <input type="checkbox"/> House | <input type="checkbox"/> Flat |
| <input type="checkbox"/> Ground floor | <input type="checkbox"/> Wheelchair accessible property |
| <input type="checkbox"/> Amenity property for people over 55 | |

Confirmation

I confirm that the information I have given here is correct and that I have read this leaflet and the Guide to homehunt Ochil View. I understand that if I am found to have given false or inaccurate information, any priority pass I have been awarded will be withdrawn. I understand that, if I have been offered a tenancy, Ochil View will begin legal action to end the tenancy. I consent to the processing of this information in accordance with Ochil View's Data Protection Statement as set out in the Registration Form.

Signed (Applicant) _____ Date _____

Signed (Joint Applicant) _____ Date _____

Contact details for Homelessness advice, assistance and accommodation.

Lesley Saunders, Clackmannanshire Council, Housing Services, Lime Tree House, Castle Street, Alloa, FK10 1EX Tel: 0845 055 7070

**RETURN THIS FORM, with any necessary supporting documentation to
Ochil View Housing Association Ltd, Ochil House, Marshall, ALLOA, FK10 1AB**

**General Enquiries: 01259 722899 Repairs: 01259 723335 Fax: 01259 212728
Email: enquiries@ochilviewha.co.uk Web: www.ochilviewha.co.uk**

Registered Office: Ochil House, Marshall, Alloa, Clackmannanshire FK10 1AB.

Honorary President: Jennifer, Lady Balfour of Burreigh, Chairperson: Ewen Cameron LL.B,
Director and Secretary: George Tainsh, MA Dip. TP

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