



Homes for Haringey

Transferable Discount Scheme Application form

The Transferable Discount Scheme (TDS) helps Haringey Council tenants who wouldn't normally be able to buy a property to become homeowners. It can give them a grant to help buy a home on the open market, in return for vacant possession of their council property. Therefore the scheme also helps release more properties for re-let to homeless families.

Before completing this application form make sure you have read and fully understood the TDS leaflet 'Transferable Discount Scheme 2010/11'. If you need help in completing this form please contact the Home Ownership Team on 020 8489 3357.

Completion of this form does not mean you will receive a grant. The number of grants available is strictly limited so, unfortunately, there is no guarantee that you will be successful. Unlike the 'Right to Buy' you have **no legal right** to a grant. Do not make any financial commitments to buy a property until you have received a formal offer of a grant.

We must protect the public funds we handle, and so we may use the information you have given on this form to prevent and detect fraud. We may also share this information for the same purposes with other organisations which have a responsibility for handling public funds.

Part A – tenancy details

(1) Give the following details for each tenant of the property:

| Mr/Ms/Mrs | First name(s) | Last name |
|-----------|---------------|-----------|
| | | |
| | | |

(2) Tenancy address _____

(3) Type of property: House / Maisonette / Flat (please delete as appropriate)

(4) Number of bedrooms: 2 / 3 / 4 or more (please delete as appropriate)

(5) Is this your only home? Yes / No (please delete as appropriate). If no, please give details of any other home/s below:

(6) How long have you been a tenant of Haringey Council? _____

(7) Contact telephone numbers: Home: _____

Work: _____

Mobile: _____

Part B – details of all the people living with you

(8) Please give the details of ALL the people living with you (including children) who are not listed under Part A.

| First name(s) | Last name | Relationship to tenant |
|---------------|-----------|------------------------|
| | | |
| | | |
| | | |
| | | |

Part C - details of all the people who will be purchasing the new property

Up to 4 family members over the age of 18 can join together to purchase your new home. At least one of these people MUST be the tenant.

(9) Please give details below of everyone who wants to buy.

| Applicant | First name(s) | Last name | Date of birth | Relationship to tenant |
|-----------|---------------|-----------|---------------|------------------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |

(10) Do any of the applicants own or jointly own another property? Yes / No (please delete as appropriate). If yes, please give details of any other home/s below:

Part D – income

(11) Please give full details of all applicants' income.

| Applicant | Yearly salary (before tax) | Other income (please specify type and yearly amount) |
|-----------|----------------------------|--|
| 1 | £ | £ |
| 2 | £ | £ |
| 3 | £ | £ |
| 4 | £ | £ |

Enclosed with this form are four 'Employment details' forms. One must be completed by each applicants' employer. Please make sure they are returned with your application form, as we cannot process your application without them.

If any applicants are self-employed, please send us their certified accounts for the last two financial years, and the name and address of their accountant. We must have this information before we can process your application.

If you have any other income (such as a pension or investment) we will also need to see proof of this before we can process your application.

Part E – declaration

All applicants must read this form and declaration and sign below.

I/we confirm that the information given on this form is correct to the best of my/our knowledge.

I/we undertake to notify Homes for Haringey's Home Ownership Team in writing immediately of any changes in the information provided in this form.

I/we understand that any false statement made on this form or any relevant information withheld may make this application void and render me/us liable to legal proceedings including proceedings for the return of any amounts paid by the Council.

Applicant 1 Name: _____ Signature: _____ Date: _____

Applicant 2 Name: _____ Signature: _____ Date: _____

Applicant 3 Name: _____ Signature: _____ Date: _____

Applicant 4 Name: _____ Signature: _____ Date: _____

Important

Before submitting your application, please ensure that this form is fully completed and signed and remember to include all of the following documents:

- a provisional mortgage offer from a building society or bank for the maximum amount that you would be able to borrow based on your income; and
- proof of savings for each applicant (such as copies of bank statements and savings books); and
- proof of salary for each applicant (a completed 'Employment details' form or certified accounts for the last two financial years, and the name and address of their accountant if they are self employed).

Please note that your application will be returned to you if any documents are missing or if this form is not filled in correctly.

Please send your completed application form and supporting documents to:
Homes for Haringey, Home Ownership Team, 13/27 Station Road, Wood Green,
London, N22 6UW