

Discounted Units

Confidential Application to Purchase Property

Notes:

- The following details are required by Scottish Borders Council for assessment purposes only. Scottish Borders Council confirms that the information will not be used for any other purpose.
- To ensure against delay in response time, it is required that all sections be fully completed, and enclosures included with application to Eildon Housing Association (marketing agent).
- Eildon Housing Association marketing agent will be the sole judge of the eligibility of applicants.
- Completed Application Forms and requested supporting papers should be sent by recorded delivery to:

Eildon Housing Association
The Weaving Shed
Dunsdale Road
SELKIRK
TD7 5EB
FAO Lynda McPherson

- No hand delivered applications will be considered. Applications received other than by recorded delivery may not be accepted.

Enclosures:

- If you are a current tenant; **enclose** copy of tenancy agreement.
- If you are on Housing Waiting List; **a copy of a letter from the RSL confirming that the person has been on their waiting list for three months**
- If you are a home owner; **provide details of current value** of home, plus likely profit you will receive on selling:

Address: _____

Current Value: £_____ Expected Profit: £_____

- If you were a previous home owner; provide details of address, sale price, any profit made from sale of property.

Address: _____

Date of sale: _____ Profit from sale: £ _____

- **Letter from Employer confirming salary or copies of last three pay slips**

Details:

Address of Property you are applying to purchase.

1st Choice: _____

Purchase Price of 1st property £_____

2nd Choice: _____

Purchase Price of 2nd property £_____

1. Applicant and Spouse / Partner details:

	1st Applicant	(Spouse/Partner) Joint Applicant
Name		
Present Address		
Previous address (if less than 3 years at above address)		
Tel No: Home Work Mobile	_____ _____ _____	_____ _____ _____
Marital Status		
Date of Birth		

2. Details of those who will be living with you in your new home:

Surname	First Name(s)	Date of Birth	Relationship to Applicant	Occupation (if applicable)

3a. Current Accommodation

First Applicant

(please answer **each** question by **deleting** as appropriate)

Home Owner	Yes / No
Scottish Borders Registered Social Landlord Tenant	Yes / No
Scottish Borders Registered Social Landlord Housing Waiting List	Yes / No
On any other Council or RSL waiting List	Yes / No
Living with Parents / Relatives (delete as appropriate)	Yes / No
Tied Accommodation	Yes / No
Private Rented	Yes / No
Have you previously been a home owner	Yes / No

3b. Current Accommodation

Second Applicant / Joint Purchaser

(please answer **each** question by **deleting** as appropriate)

Current Home Owner	Yes / No
Scottish Borders Registered Social Landlord Tenant	Yes / No
Scottish Borders Registered Social Landlord Housing Waiting List	Yes / No
On any other Council or RSL waiting List	Yes / No
Living with Parents / Relatives (delete as appropriate)	Yes / No
Tied Accommodation	Yes / No
Private Rented	Yes / No
Have you previously been a home owner	Yes / No

4. Reason for Applying / Circumstances

What are your reasons for applying? Please give details below of any special circumstances which you would like taken into consideration (e.g. Separated/Divorced)

5. Local Connection

What connection do you have with the Scottish Borders (e.g. born there, relatives live there, lived there many years, work there, etc.)?

6. House Size

How many bedrooms do you have in your present accommodation for your own use (and partner/child living with you)?

How many bedrooms do you require?

7. Income and Employment

	Applicant	Spouse/Partner
Occupation		
Gross Basic Annual Income Before Deductions*		
Additional Income (overtime/bonus etc)		
Date Employment Commenced		
Total Savings		

*Letter from employer confirming salary or copies of last three pay slips.

8. Finance

Please give details of any existing credit commitments/bank loans:

Credit Company/Loan Arranger	Balance Owing	Monthly Payment

Please indicate the capital you have available for a deposit on the purchase of a home.

£ _____

Will you require a mortgage from a Bank/Building Society? **Yes/No**

If yes, how much will you require?

£ _____

What is the maximum mortgage repayment you think you could afford to pay each month?

£ _____

9. Declaration (*please delete as appropriate)

10. I/We* declare that I/We* have no outstanding debts, other than as specified above, and that no judgements, inhibitions, etc, or debts have been issued against me/us*, save that which is detailed on this sheet.
11. I/We* declare that the above information is, to the best of my/our* knowledge, true and accurate and I/We* authorise Scottish Borders Council to make any enquires necessary to verify the information given.

Applicant One

Signature: _____

Date: _____

Applicant Two

Signature: _____

Date: _____

Approval of this application does not necessarily guarantee that you will be able to purchase a property, nor a mortgage will be arranged.

Neither SBC nor the Application Processor shall bear any responsibility or liability whatsoever for any aspect of the sale transaction or for the subject of that transaction. The sole role of the Authority and Application Processor shall be to direct that the conveyance of the specified property be sold at the agreed price to an identified party. It shall be the sole responsibility of the individual parties to that sale transaction to ensure their own legal rights and responsibilities in respect of that transaction are protected and met respectively.