

Shared Ownership Social HomeBuy

Application to Part Buy Part Rent your Home

This application form is for use by certain secure tenants of Lambeth Council who want to buy a share of their home on Social Homebuy terms.

Before filling in each part of this form, please thoroughly read the notes relating to that part and the information pack we have provided.

If you need further advice you can get help from a Citizens Advice Bureau or you can consult a solicitor. Help with the cost of advice from a solicitor may be available under the Legal Aid Scheme.

When you have filled in this application form, take it or send it by recorded delivery to:

London Borough of Lambeth

Home Ownership Services
4th Floor Hambrook House
Porden Road
SW2 1RP

We will provide an acknowledgement for each application form received at his address.

What is Social Homebuy?

Lambeth Council are piloting the Social Homebuy scheme for a limited period.

If you buy on Social Homebuy terms you can **Part Buy, Part Rent** your home. Depending on your circumstances you may in the future wish to buy additional shares and reduce the rent you are paying to us, this is known as Staircasing.

Whilst the minimum share you can buy to start with is 25% and the maximum is 100%. You can buy additional shares of 10% or more and from the 1 April 2008 you will be eligible for a discount on these additional shares.

Part A: The property

Please give the full details of the property you are making this request to buy a share of.

Address of property you wish to buy

Post code:

Name of Landlord

London Borough of Lambeth

Note: You may only make an application to buy a share of the property of which you are a tenant. It does not matter whether it is a house or a bungalow, a flat or a maisonette. However, there are some types of property you are not allowed to buy. Please see the guidance notes listing these types of property.

Non eligible properties

Some properties are not eligible for Social Homebuy. Whilst this is not an exclusive list this includes:

- Your home is adapted for occupation by the elderly
- Your home is due to be demolished

We do not own the freehold and our lease on the building is for less than 50 years for a flat or 21 years for a house.

• **Part B: The tenant(s)**

Not all tenants qualify to **Part Buy Part Rent** in our Social Homebuy Scheme. It is important that you give us all the correct details on this form, so that we can process your application form smoothly and quickly and so that you don't miss out on purchasing under our Social Homebuy scheme.

Please complete the following boxes and tick as necessary

Surname	Other name	Title	Is the property the tenant's only or principle home?		Does he/she wish to buy?	
			Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surname	Other name	Title	Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surname	Other name	Title	Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surname	Other name	Title	Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

1. You may be a tenant if your name appears on the tenancy agreement, rent book or rent card. You are not automatically considered to be a tenant just because you live in the property. If you are unsure whether you are a tenant, you should check with your Area Housing Office.
2. You can only apply for Social Homebuy if the property is your only or principal home. If you are applying to buy jointly with other tenants, only one tenant need satisfy this requirement.
3. The agreement of any tenant who does not wish to buy must be obtained when you make an application to purchase on Social Homebuy terms. They should sign Part H of this notice. Their tenancy will end when you buy your first share.

Part C1: Family members(s) sharing the Social Homebuy purchase

If you wish to share the Social Homebuy purchase with any member of your family who is not a tenant, give their details below. Do not list any family members who will not be participating in the purchase.

Please complete and /or tick appropriate box

Surname	Other name	Title	Is the property the tenant's only or principle home?		Has he or she lived with the tenant(s) throughout the last 12 months?	
			Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	Date of birth <input type="text"/>					
Tenant	<input type="text"/>					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	Date of birth <input type="text"/>					
Relationship to the tenant <input type="text"/>	<input type="text"/>					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	Date of birth <input type="text"/>					
Relationship to the tenant <input type="text"/>	<input type="text"/>					
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	Date of birth <input type="text"/>					
Relationship to the tenant <input type="text"/>	<input type="text"/>					

Notes:

1. You may share the Social Homebuy purchase with up to 3 members of your family who are themselves tenants, if the property is their only or principle home.
2. A maximum of 4 people may apply to share the social home buy purchase. At least one of these must be the tenant of the property. Unless we agree otherwise, the family member must also -
 - Be your legal partner (by marriage or civil partnership); or
 - Have lived with you throughout the last 12 months.
2. A person living with you as your husband or wife but not your legal partner is regarded as a member of your family.

Part C2: Other members of your household

Please give details in this section of any other people (e.g. your children, your partner) who currently reside in your home but do not wish to or cannot share the Social Homebuy purchase.

Please complete and /or tick appropriate box

Surname	Other name	Title	Is the property the tenant's only or principle home?		Has he or she lived with the tenant(s) throughout the last 12 months?	
			Yes	No	Yes	No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to the tenant						

Part D: Qualification and Discount

Completing this next section correctly is important, as it will ensure that we calculate the discount you are entitled to correctly.

Our Social Homebuy scheme is based on the Right to Buy Scheme with the same qualification criteria and discount rules. For people who became Lambeth tenants before 18 Jan 2005 and those who became tenants on or after the 18 January 2005 there are different rules. These are set out below.

The maximum discount available under Right to Buy is £16,000 it is the same for our Social Homebuy Scheme. When you decide what share of your home you want to buy you will receive the same share of the discount.

1. If you were a public sector tenant before 18 January 2005, you must have been a tenant for at least two years to be eligible to buy a share of your home. The full discount available under the right to buy then is 32% if you are a tenant of a house and 44% if you are a tenant of a flat. If you are buying a house, you are eligible for 1 % more discount for each extra full year, up to a maximum limit of 60%. If you are buying a flat, you are eligible for 2% more discount for each extra full year, up to a maximum limit of 70%.
2. If you became a public sector tenant for the first time on or after 18 January 2005, you must have been a tenant for at least five years to be eligible to buy a share of your home. The full discount available under the right to buy is then 35% if you are a tenant of a house and 50% if you are a tenant of a flat. If you are buying a house, you are eligible for 1 % more discount for each extra full year, up to a maximum limit of 60%. If you are buying a flat, you are eligible for 2% more discount for each extra full year, up to a maximum limit of 70%. But, whatever percentage you are eligible for, the maximum right to buy discount cannot be greater than £16,000.
3. You need not have spent the full qualifying period in your present home or with your present landlord, and in some circumstances periods which another person (such as your husband or wife) has spent as a public sector tenant or armed forces occupier can count towards your qualifying period.

A public sector tenant is a tenant of one of the public sector landlords listed on page 16 who occupies the property as their only or principle home. (This may include an employee living in accommodation provided in connection with their job.)

An armed forces occupier is a person who occupies accommodation provided for them as a member of the regular armed forces of the Crown.

Part D: Qualification and Discount (continued)

Each purchaser must complete one of the following tables. They should put their name at the top and list all the details below, as applicable, using one line for each separate qualifying tenancy.

Purchaser's Name	Period		Name of tenant(s) or member of armed forces	Address of property (not required for armed forces accommodation)	Name of landlord (or branch of armed forces)
	From Month/Year	To Month/Year			
<p>1. If you are the legal partner of a tenant Give details of any periods when your legal partner:</p> <ul style="list-style-type: none"> • Was a public sector tenant or an armed forces occupier. • Was previously married to another person and lived in a property of which that person was a public sector tenant or armed forces occupier. 					
<p>2. If you are the legal partner of a tenant Give details of any periods when your legal partner:</p> <ul style="list-style-type: none"> • was a public sector tenant or an armed forces occupier. • was previously married to another person and lived in a property of which that person was a public sector tenant or armed forces occupier. 					
<p>3. If you are separated or divorced Give details of any periods when</p> <ul style="list-style-type: none"> • you were living in a property of which your separated or former husband or wife was a public sector tenant or an armed forces occupier. 					
<p>4. If your legal partner has died and you were living together when he or she died Give details of any periods when your legal partner:</p> <ul style="list-style-type: none"> • was a public sector tenant or an armed forces occupier. • was previously married to another person and lived in a property of which that person was a public sector tenant or an armed forces occupier 					
<p>5. Tenants who have taken over a public sector tenancy from a parent. A tenant who has taken over a parent's public sector tenancy may be able to count for qualification and discount, periods after the age of 16 living in a property of which a parent was a public sector tenant. Give details of any periods when:</p> <ul style="list-style-type: none"> • you were over the age of 16 and living with a parent who was a public sector tenant. • a person to whom you are or were previously married or formed a legal partnership was over the age of 16 and living with a parent who was a public sector tenant. • a person to whom your legal partner was previously married was over the age of 16 and living with a parent who was a public sector tenant. 					

Purchaser's Name	Period		Name of tenant(s) or member of armed forces	Address of property (not required for armed forces accommodation)	Name of landlord (or branch of armed forces)
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	From Month/Year	To Month/Year			
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<p>4. If your legal partner has died and you were living together when he or she died Give details of any periods when your legal partner:</p> <ul style="list-style-type: none"> • was a public sector tenant or an armed forces occupier. • was previously married to another person and lived in a property of which that person was a public sector tenant or an armed forces occupier 					
<p>5. Tenants who have taken over a public sector tenancy from a parent. A tenant who has taken over a parent's public sector tenancy may be able to count for qualification and discount, periods after the age of 16 living in a property of which a parent was a public sector tenant. Give details of any periods when:</p> <ul style="list-style-type: none"> • you were over the age of 16 and living with a parent who was a public sector tenant. • a person to whom you are or were previously married or formed a legal partnership was over the age of 16 and living with a parent who was a public sector tenant. • a person to whom your legal partner was previously married was over the age of 16 and living with a parent who was a public sector tenant. 					

Part E - Previous Discount

This section is important as it lets us know if you have benefited from any discounts on previous purchase.

Give details below of any previous purchase at a discount from a public sector landlord, which you (or your legal partner) have made. If you are applying to buy jointly with others, give details in relation to each purchaser.

Address of property	Name of Public sector landlord	Date of Purchase (Month / year)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Name of Previous Purchaser	
<input type="text"/>	<input type="text"/>	

Address of property

Name of Public sector landlord

Date of Purchase (Month / year)

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Name of Previous Purchaser	
<input type="text"/>	<input type="text"/>	

Address of property

Name of Public sector landlord

Date of Purchase (Month / year)

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Name of Previous Purchaser	
<input type="text"/>	<input type="text"/>	

Address of property

Name of Public sector landlord

Date of Purchase (Month / year)

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Name of Previous Purchaser	
<input type="text"/>	<input type="text"/>	

Note:

The amount of any discount on a previous purchase from a public sector landlord, less any sum later repaid, may be deducted from the discount allowed on your present purchase.

Part F: Tenant's improvements

This section is important as it lets us know if you have made any improvement to the property that can be considered by the valuer in setting the final price of the property.

Give the following details of any tenants' improvements to the property:

Description of improvement

Name of tenant who made the improvement

Notes:

1. When the property is valued to fix the price any improvements which you have made will not be included in the valuation. You should give details of any improvements you think may affect the valuation e.g. central heating, double-glazing, a fitted kitchen or a new bathroom suite.
2. The value of improvements will also be ignored where they were carried out by either -
 - Your predecessor in the same tenancy (including an introductory tenancy at the start of the tenancy); or
 - A family member who was a secure or introductory tenant of the property immediately before you under a different tenancy.

Part G: Income and expenditure:

It is important for us to make sure that you will be able to afford to buy your home and continue with the ongoing costs of ownership.

This section we ask you to let us know some information about your income and monthly expenses. With this we will be able to assess what share in the property you can buy.

Please complete and /or tick appropriate box

Expenditure

Costs per month

Council tax	<input type="text"/>
Fuel	<input type="text"/>
Food	<input type="text"/>
Living expenses (please specify)	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

Please complete and /or tick appropriate box

Income

Gross
yearly
income

Credit /
loan
repaym
ents
each
month

Tenant		£ <input type="text"/>	£ <input type="text"/>
Surname	Other name		£ <input type="text"/>
<input type="text"/>	<input type="text"/>		
Joint tenant / other applicant		£ <input type="text"/>	£ <input type="text"/>
Surname	Other name		£ <input type="text"/>
<input type="text"/>	<input type="text"/>		
Other applicant		£ <input type="text"/>	£ <input type="text"/>
Surname	Other name		£ <input type="text"/>
<input type="text"/>	<input type="text"/>		
Other applicant		£ <input type="text"/>	£ <input type="text"/>
Surname	Other name		£ <input type="text"/>
<input type="text"/>	<input type="text"/>		

Part H: Signatures:

Remember, if you give false information or withhold relevant information you may be prosecuted.

To be completed by each tenant wishing to buy:

- I wish to buy under Social Homebuy terms
- As far as I know the information given in this notice is true

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Tel No (if

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Tel No (if

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Tel No (if

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Daytime Tel No (if

To be completed by each family member (who is not a tenant) but wishes to sharing the Social Homebuy purchase:

- I agree to share the Social Homebuy purchase
- As far as I know the information given in this notice is true

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

To be completed by each tenant **not** wishing to buy:

(Your tenancy will end on the date the purchase of the initial share has been completed)

- I do not wish to share the Social Homebuy purchase
- I agree to the above purchaser(s) buying an initial share

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature	Surname	Other names	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

What happens next?

We will reply to your Social Homebuy application either by admitting or denying it in principle. If your application is denied, we will tell you why. We will reply to you within 4 weeks unless the period, which you rely to qualify for our Social Homebuy scheme, includes a period spent as a tenant of another landlord. In that case we will reply to you within 8 weeks.

Please review "The Property Purchase Handbook" which explains the full Social Homebuy process

Whilst we hope that you will complete the purchase of your home on a Part Buy Part Rent Basis and the benefits of Home Ownership you may withdraw your application at any time before completions

Public Sector Landlords

Local authorities, parish councils, community councils. Any of the following bodies set up in consequence of the abolition of the Greater London Council and the metropolitan county councils.

<p>A metropolitan county police authority The Northumbria Police Authority A metropolitan county fire and civil defense authority London Fire and Emergency Planning Authority A metropolitan county passenger transport authority The London Waste Regulation Authority The West London, North London, East London and Western Riverside Waste Authorities The Merseyside and Greater Manchester Waste Disposal Authorities A metropolitan county residuary body</p> <p>Fire and Rescue Authorities Internal drainage boards London Regional Transport Passenger transport executives Police authorities</p> <p>Commission for the New Towns Housing action trusts Housing Corporation Housing for Wales New town development corporations Registered social landlords such as housing associations (which are not co-operative associations) Residuary Body for Wales Urban development corporations</p> <p>AFRC Institute for Grassland and Animal Production Agricultural and Food Research Council Area Electricity Boards British Airports Authority British Broadcasting Corporation British Coal Corporation British Gas Corporation British Railways Board British Steel Corporation British Waterways Board Central Electricity Generating Board Church Commissioners Civil Aviation Authority Electricity Council English Sports Council Historic Buildings and Monuments Commission for England Lake District Special Planning Board Lee Valley Regional Park Authority London Residuary Body Metropolitan county residuary body Ministers of the Crown and Government Departments Medical Research Council</p>	<p>National Bus Company National Health Service trusts National Rivers Authority Natural Environment Research Council Nature Conservancy Council for England New towns Peak Park Joint Planning Board Post Office Science and Engineering Research Council Sports Council Trinity House (but only in its capacity as a lighthouse authority) United Kingdom Atomic Energy Authority United Kingdom Sports Council Water authorities Countryside Council for Wales Development Board for Rural Wales National Library of Wales National Museum of Wales Sports Council for Wales Welsh Development Agency</p> <p>Commissioners of Northern Lighthouses Highlands and Islands Enterprise North of Scotland Hydro-Electric Board Scottish Homes Scottish Natural Heritage Scottish Sports Council South of Scotland Electricity Board</p> <p>Education and Library Boards in Northern Ireland Fire Authority for Northern Ireland Northern Ireland Electricity Service Northern Ireland Housing Executive Northern Ireland Transport Holding Company Police Authority for Northern Ireland</p> <p>Sports Council for Northern Ireland</p>
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