



Shared Ownership Application Form

Return your completed form to

Shared Ownership Sales Team
Emperor House
2 Emperor Way
Doxford International Business Park
Sunderland
SR3 3XR

For more information

0191 525 5620

Email: sharedownership@gentoogroup.com

Schemes and developments

Which Shared Ownership schemes are you interested in?

☐ New build ☐ Resale

Which home or development are you interested in?

What is the fewest number of bedrooms that you need?

☐ Two ☐ Three ☐ Four

Eligibility

Shared Ownership is for those who have a total household income of £80,000 a year or less. It is for people who can't afford to buy a home on the open market, but who can afford to buy and maintain a Shared Ownership home.

The information you provide helps us to assess your eligibility for Shared Ownership. If you are considered eligible then any mortgage lender who will help fund the purchase will complete more detailed checks on your income and spending.

The cost of buying a home could include mortgage, legal, administration and valuation fees. It is important to make sure that you have enough savings cover these as well as your deposit.

Is this a single or joint application?

☐ Single application ☐ Joint application

First applicant

Second applicant

Is your gross yearly total household income before tax less than £80,000 a year?

☐ Yes ☐ No

☐ Yes ☐ No

Income from employment, pensions and investments

First applicant

Second applicant

Total gross yearly income from pensions, investments or other sources before tax and deductions, excluding benefits

Savings

Total amount of savings

Amount of savings that will be used for the deposit

Other financial information

Enter any other financial information relevant to your application or any supporting information you want to include

About you

	First applicant	Second applicant
Title		
First name		
Middle names		
Last name		
Address including postcode		

	First applicant	Second applicant
Preferred telephone number		
Email address		
Name of the local council where you live		
Name of the council where you work		
Are you a British or EU or EAA citizen? (optional)	☐ Yes ☐ No	☐ Yes ☐ No
Are you a serving member of the armed forces?	☐ Yes ☐ No	☐ Yes ☐ No
Are you a surviving partner of a member of the armed forces?	☐ Yes ☐ No	☐ Yes ☐ No
Are you an ex-regular service personnel, honourably discharged within the last 24 months?	☐ Yes ☐ No	☐ Yes ☐ No
Are you an employee of, or related to an employee of Gentoo?	☐ Yes ☐ No	☐ Yes ☐ No

Your working situation

First applicant

- ☐ Full-time (30 hours or more)
- ☐ Part-time (less than 30 hours)
- ☐ Full-time student
- ☐ In government training into work
- ☐ Jobseeker
- ☐ Not seeking work
- ☐ Unable to work because of long-term sickness or disability
- ☐ Retired
- ☐ Child under 16
- ☐ Prefer not to say
- ☐ Other, enter details

Second applicant

- ☐ Full-time (30 hours or more)
- ☐ Part-time (less than 30 hours)
- ☐ Full-time student
- ☐ In government training into work
- ☐ Jobseeker
- ☐ Not seeking work
- ☐ Unable to work because of long-term sickness or disability
- ☐ Retired
- ☐ Child under 16
- ☐ Prefer not to say
- ☐ Other, enter details

Your current housing situation

Select all that apply

Option

First-time buyer

On the council housing waiting list

Current homeowner

Current shared owner

Council or housing association tenant

Private renter

Name of landlord

First applicant

- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No

Second applicant

- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No
- ☐ Yes ☐ No

Living with friends or family

- ☐ Yes ☐ No

Armed forces accommodation

- ☐ Yes ☐ No

- ☐ Yes ☐ No

- ☐ Yes ☐ No

Option

Other, enter details

First applicant**Second applicant****Current homeowners****Question**

Do you or anyone living in your home currently own a property in the UK or overseas? This means you are listed on the title deeds.

First applicant

☐ Yes ☐ No

Second applicant

☐ Yes ☐ No

If yes, what is the address?

If yes, are you selling your property?

☐ Yes ☐ No

☐ Yes ☐ No

If you are selling your property, what stage is the sale process at?

☐ No action taken yet

☐ No action taken yet

☐ On the market

☐ On the market

☐ Offer accepted

☐ Offer accepted

☐ Solicitors instructed

☐ Solicitors instructed

☐ Contracts exchanged

☐ Contracts exchanged

When do you expect to complete the sale? If you do not know, enter 'Not known'.

Reasonable adjustments

Do you need any reasonable adjustments for the application process?

☐ Yes ☐ No

If yes, enter details

Communication methods

Do you need information in an alternative format?

☐ Yes ☐ No

If yes, select the alternative formats you need

- ☐ Audio
- ☐ Large print
- ☐ Other, enter details

Declaration

Gentoo follows the General Data Protection Regulation and the Data Protection Act 2018. Gentoo will only use and store your personal data for the purpose of processing your application for housing. All information will be treated in the strictest confidence.

We may share information with your landlord and employer, who we may contact as part of your application to get further information.

We must protect the public funds we handle and so may use and disclose your information to detect and prevent fraud and other crimes.

Personal data like ethnic group, physical and mental health conditions is required by the Department for Levelling Up, Housing and Communities.

By signing and sending Gentoo a completed application form, you confirm that:

- you have read and agree to the declaration
- all the information you have provided is correct

First applicant

Second applicant

Signature

Date