**APPLICATION FORM FOR SUPPORTED ACCOMMODATION**

**It is very important that you complete all sections of the application form**

**as we cannot process forms with missing information.**

**Data Protection Statement**

It is part of the Trustees’ responsibilities to ensure that applicants for almshouses are suitably qualified under the terms of the charity’s governing document. Trustees, therefore, need to investigate the personal circumstances of applicants. The personal data supplied on this form and other information relating to an almshouse appointment or your care management will be held on file. **Some details may be checked with relevant organisations since the charity reserves the right to investigate and verify what you write in this form,** but no details will be disclosed for any inappropriate purpose. You may have access to your personal information on request.

**Please confirm the following:**

|  |  |
| --- | --- |
| I am single | o |
| I am older than 50 years old | o |
| I am in financial, housing and social need | o |
| I have no significant debts (credit cards, loans or other) | o |
| I have a permanent right to live in the UK, with entitlement to claim state benefits, and can provide evidence of this | o |

*If any of the above statements do not apply to you, please contact the Clerk to discuss your situation before proceeding further*

|  |
| --- |
| PERSONAL DETAILS |
| Name of Applicant |  |
| Date of Birth |  |
| Nationality |  |
| If you are not a British Citizen, you will be required to provide evidence of eligibility to live in the UK |  |
| Country of Origin |  |
| Marital Status (e.g. single, married, widowed.) |  |
| Do you have any dependants? YES/NOIf yes, please give details |  |
| Current occupation, if any |  |
| E-mail |  |
| Telephone Number/Mobile |  |
| Home Address and Postcode |  |

|  |
| --- |
| REASONS FOR APPLYING |
| Tell us briefly why you would like to join our almshouse community (please look at our website www.friendlyalmshouses.org). |

|  |
| --- |
| HEALTH DETAILS  |
| You must able to live independently. Do you have any health issues? If so, please give details.FINANCIAL INFORMATIONThe majority of our residents claims Housing Benefit. Please visit the Lambeth Housing Benefit calculator for guidance and let us know if you are eligible: <https://hbcalc.lambeth.gov.uk/HBCalculatorPaged/launch> |

**PLEASE TELL US HOW YOU HEARD ABOUT US**

**………………………………………………………………………………….**

**Declaration**

I declare that the information given in this application is correct and complete to the best of my knowledge and belief. **I understand that the Trustees would be entitled to terminate any appointment to an almshouse dwelling I may be given as a result of this application, if my answers in this application form are untrue, or misleading in any respect, for example, due to omitting or mis-stating relevant facts.**

I accept that if I am appointed as a resident, I shall be a beneficiary of the charity. Any weekly sum I pay will be a maintenance contribution and not a rent.

I confirm that I am able to look after myself and to live independently.

I consent to the charity holding personal data on this form in accordance with Data Protection Regulations.

I agree that the charity may contact me by (please tick as appropriate)

o email o post o telephone

email address (if applicable):……………………………………………………………………………

Signature...................................................................................

Name.........................................................................................

(PLEASE PRINT NAME IN CAPITAL LETTERS)

Date …………………………………………

**INFORMATION ON OUR APPOINTMENTS PROCESS**

 ● This is the first stage of our appointments process. We will write or e-mail to confirm that we have received your application form. All information will be treated confidentially.

● If you decide that you want to proceed with your application, we will need further information. One of our staff members will also need to visit you at home. Your application will then be considered by the charity.

● Vacancies come up on an infrequent basis and your name will added to our waiting list.