

Application form for **SOCIAL HOUSING SUPPORT**



Comhairle Contae Thiobraid Árann
Tipperary County Council

Important: Please Read the Following Information Carefully

1. If you are unsure about how to answer any of the questions in this application form, please ask an officer in the Housing Section or Customer Service Unit of your local authority or your local Citizens Information Centre to help you.

2. When filling out this form, please make sure to write clearly so that your application can be processed as quickly as possible.

3. Make sure you have answered all of the questions fully where these are relevant to you. If you do not fully answer all the questions relevant to you, you might not get the correct priority for housing or else we may have to return the form to you, and it would delay your application. Only fully completed applications will be processed.

4. Your rights as a data subject under the General Data Protection Regulation (GDPR) apply in full and will be clearly set out in the relevant data protection policies and procedures for the local authority to whom you are submitting your application. If you have any query in relation to your rights under GDPR, you can contact the nominated Data Protection Officer for that local authority. Details of how to submit your query will be supplied by the local authority directly.

5. This application cannot be completed without a Personal Public Service Number (PPSN) for all members of the household included on the application form. If you are not aware of the PPSN for any children for whom accommodation is sought, they can be obtained by contacting your local Social Welfare Office either by telephone or in person. Please note that you will need to have your own PPSN to hand.

6. You must supply the relevant supporting documentation so that your application can be processed. Please use the checklist provided to make sure you have included everything that is needed to consider your application.

7. This application cannot be completed without documentary evidence of income details given in this application, as outlined in the checklist below.

8. In carrying out its functions under the Housing Acts of 1966-2014, the local authority may request and obtain information from another local authority, the Criminal Assets Bureau, An Garda Síochána, the Department of Social Protection, the Health Service Executive (HSE), the Revenue Commissioners or an Approved Housing Body in relation to occupants or prospective occupants of, or applicants for, local authority housing. Your data may also be shared with other public bodies in accordance with our obligation to prevent and detect fraud.

9. Any change in the details given, particularly any change of address or income, should be notified to the local authority immediately so that your record can be updated.

10. Local authorities are required to report annually to the Department of Housing, Local Government and Heritage, the number of households in need of social housing support, under a process known as the Summary of Social Housing Assessments. This process may require us in the future to contact you and request you to confirm details provided on this form are accurate and up to date. Failure to respond to any such request may result in your housing application being closed. Information supplied through this process may be shared with the Local Government Management Agency and The Housing Agency for the purpose of compiling the Summary Assessment report, which is a statistical summary at national level that informs policy and future planning in terms of the national housing need.

11. **Please ensure that you have supplied all the relevant information and supporting documentation to process your application.** However, be advised that the local authority may ask for further supporting documentation at a later stage.

IF YOU REQUIRE ANY FURTHER DETAILS PLEASE CONTACT YOUR LOCAL HOUSING OFFICE

Tipperary County Council:	Civic Offices, Emmet Street, Clonmel	Tel: 0818 06 5000
Tipperary County Council:	Civic Offices, Limerick Road, Nenagh	Tel: 0818 06 5000
Carrick-on-Suir Municipal District:	Town Hall, New Street, Carrick-on-Suir	Tel: 0818 06 5000
Tipperary-Cahir-Cashel Municipal District:	Civic Offices Rosanna Rd, Tipperary Town	Tel: 0818 06 5000
Thurles Municipal District:	Castle Avenue, Thurles	Tel: 0818 06 5000

CHECKLIST FOR APPLICANTS

Applicants are strongly advised to submit their applications in person at this office as posted applications are frequently not completed correctly and have to be returned.

Please ensure that your application includes the following **ORIGINAL DOCUMENTATION** (an official translation into Irish or English is required, where appropriate):

1. Personal Information

- Fully completed application form (including signed declarations)
- Photographic identification (current passport or Irish driving licence) **(ORIGINAL)**
- Birth certificates for all household members **(ORIGINAL)**
- PPSNs for all household members
- Marriage certificates for all applicants, where applicable **(ORIGINAL)**
- Proof of current address (utility bill, lease or rental statement) – for all applicants, where applicable
- If renting, proof of tenancy agreement and Residential Tenancies Board (RTB) registration, where available
- Proof of citizenship or permission to remain in Ireland for all household members (e.g. letter from the Department of Justice or similar from Garda National Immigration Bureau).

2. Income Information (relevant to all household members where applicable)

- Evidence of income (please arrange to have the attached Certificate of Income completed)

Employed

- Documentary evidence of the preceding 12 months' income through a combination of the following:
 - The previous years' Statement of Liability and the Employment Detail Summary*, both available from Revenue;
 - Proof of the household's current income, e.g. payslips for the intervening period from Statement of Liability to date of application or a Pay and Tax Summary** - (Year to Date), available from Revenue. Where Additional Superannuation Contribution (ASC) is payable, the previous year's final payslip and the most recent payslip must be provided

Social Welfare Income

- A statement from Department of Social Protection, detailing all welfare payments received over the preceding 12 months. This should include the commencement and cessation date of receipt of such payments. If a household is in receipt of social welfare for less than 12 months, evidence of employment income must be provided (as outlined above) to cover the duration of the employment.

Self Employed

- A minimum of 2 years' accounts with an Auditor's Report and
- A Notice of Assessment and/or Self-Assessment Acknowledgement letter for the preceding 12 months

* An Employment Detail Summary for the previous year will provide information on the Income tax, PRSI and USC paid by an applicant in the previous year.

** An applicant's current income can be demonstrated by submitting a Pay and Tax Summary. This summary provides information on PRSI, Income Tax, and USC for the current year

3. Documentation Required in Relation to Separation/Divorce

- Copy of separation/divorce agreement for both applicants, where applicable
The agreement must identify:
 - The extent of maintenance being received or paid by the applicant
 - The circumstances under which the maintenance payments can cease
- If there is no agreement, a letter from the applicant's solicitor or a legal affidavit signed by a practising solicitor must be included with the application. The letter should confirm:
 - That there is no formal separation agreement
 - That there are no court proceedings pending under family law legislation
 - The position in relation to maintenance and other payments
 - Overnight access/custody arrangements for children
 - Property ownership
 - Evidence of maintenance payments received for previous 12 months, prior to the date of application

☐☐

4. Property Ownership

- If you or any member of your household currently owns property, an affidavit or any other documentation as requested by the local authority is required outlining the location, value, current status of the property and any monies being received in respect of the property.

☐

5. Other Documentation Required

- If you are not resident in the local authority area where you are seeking housing support, please provide evidence of your local connection with that area
- If you or any member of your household was previously a local authority/Approved Housing Body (AHB) tenant, please provide a letter from the local authority/AHB where you or the household member resided setting out details in relation to the previous tenancy. This letter should include duration of tenancy, reason for leaving, arrears, any other relevant information.
- If you wish to apply for a single rural house or demountable dwelling, please include necessary accompanying documentation (see Part 8 of this form)
- If it has been deemed that your mortgage is no longer sustainable and you have exited from the Mortgage Arrears Resolution Process (MARP), please include a letter from the Arrears Support Unit of your lender.

☐☐☐☐

6. Applications on Medical or Disability Grounds (if applicable)

- A completed Medical and/or Disability Information Form (HMD-Form 1), available from your local authority
- Occupational therapist's report in respect of any specific accommodation requirements

☐☐

Notwithstanding the required documentation set out above at points 1-6, in certain situations for example, where a particular document cannot be provided, the local authority may, at its discretion, request alternative documentation to satisfy itself in relation to the specific information being sought.

LOCAL AUTHORITY REFERENCE NO.:

PART 1: PERSONAL DETAILS

Please complete the following in respect of yourself and Applicant 2 (if applicable).

Please answer ALL questions and place a tick (✓) in the boxes provided. Please use BLOCK LETTERS.

Tick if a joint application

☐**APPLICANT 1****APPLICANT 2**

1. PPSN

FIGURES

LETTERS

FIGURES

LETTERS

2. First name(s)

Surname

Birth surname (if different)

3. Current address

Eircode

How long have you lived
at this address?

YEARS

MONTHS

YEARS

MONTHS

4. Telephone/mobile number

5. Date of birth
(attach birth certificates)

D

D

M

M

Y

Y

D

D

M

M

Y

Y

6. Gender

7. Marital details

Single

☐

Widowed

☐

Married

☐

Divorced

☐

Civil Partner

☐

Separated

☐

Cohabiting

☐Legally
Separated☐

Other

☐

Single

☐

Widowed

☐

Married

☐

Divorced

☐

Civil Partner

☐

Separated

☐

Cohabiting

☐Legally
Separated☐

Other

☐

APPLICANT 1**APPLICANT 2**

Date of marriage (if applicable)
(attach marriage certificate)

D	D	M	M	Y	Y

D	D	M	M	Y	Y

8. Please state relationship of
Applicant 2 to Applicant 1

9. If you wish to receive
information by e-mail,
please tick

Email address

PART 2: NATIONALITY DETAILS

Please complete the following in respect of yourself and Applicant 2 (if applicable).

APPLICANT 1**APPLICANT 2**

1. Place and/or country of birth

2. Nationality

3. Usual language spoken

4. Citizenship status
(attach proof of citizenship)

Irish	☐	UK	☐
Other EEA*	☐	Non-EEA	☐

Irish	☐	UK	☐
Other EEA*	☐	Non-EEA	☐

Date of entry to Ireland
(if applicable)

D	D	M	M	Y	Y

D	D	M	M	Y	Y

**If you are not an EEA or
UK national:**

Basis of stay in Ireland
(attach copy of residency
permission)

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* EEA: this refers to the European Economic Area (EEA) whose member states include: Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden.

PART 3: EMPLOYMENT DETAILS

Please complete the following in respect of yourself and Applicant 2 (if applicable).

	APPLICANT 1	APPLICANT 2
1. Employment status	Employed (full-time or part-time) ☐ Self-employed ☐ Participating in a Government employment scheme (e.g. SOLAS scheme) ☐ Unemployed (receiving social welfare payment) ☐ Pensioner/Retired ☐ One-Parent Family Payment ☐ Homemaker (looking after home/family with no income) ☐ Student ☐ Other, please specify	Employed (full-time or part-time) ☐ Self-employed ☐ Participating in a Government employment scheme (e.g. SOLAS scheme) ☐ Unemployed (receiving social welfare payment) ☐ Pensioner/Retired ☐ One-Parent Family Payment ☐ Homemaker (looking after home/family with no income) ☐ Student ☐ Other, please specify
2. Employer's name (in the case of self-employed, give company name)		
3. Address of employer (in the case of self-employed, please give company address)		
4. Occupation		
5. Employment status (e.g. permanent, full-time, part-time)		
6. Date commenced present employment	D D M M Y Y	D D M M Y Y

PART 4: WEEKLY INCOME DETAILS

Please complete the following in respect of yourself and Applicant 2 (if applicable).

Please state gross weekly income

Gross income is the total amount of money earned before any deductions are made. Each source of income should be supported by relevant documentation, i.e. social welfare statement, Statement of Liability (or equivalent), payslips.

	APPLICANT 1	APPLICANT 2
1. Employment	€	€
2. Self-Employment	€	€
3. Social welfare		
Payment type(s)		
Social welfare (total)	€	€
4. Other income sources	€	€
If so, please specify		
5. Maintenance received (if applicable)	€	€

Please state all weekly deductions

	APPLICANT 1	APPLICANT 2
6. Weekly deductions		
PAYE	€	€
PRSI	€	€
Universal Social Charge	€	€
Additional Superannuation Contribution (ASC)	€	€
7. Other	€	€
If so, please specify		
8. Total deductions	€	€

PART 5: DETAILS OF OTHER HOUSEHOLD MEMBERS SEEKING ACCOMMODATION

(i.e. excluding Applicant 1 and Applicant 2)

Please copy this sheet for further household members.

	OTHER HOUSEHOLD MEMBER 1										OTHER HOUSEHOLD MEMBER 2									
1. PPSN	FIGURES LETTERS										FIGURES LETTERS									
2. First name(s)																				
Surname																				
Birth surname (if different)																				
3. Date of birth (attach birth certificate)	D D M M Y Y										D D M M Y Y									
4. Country of birth																				
5. Nationality																				
6. Gender																				
7. Marital status																				
8. Relationship to applicant																				
9. Current address																				
Eircode																				
How long has the household member lived at this address?	YEARS					MONTHS					YEARS					MONTHS				
10. Is the household member a dependant?	Yes		No			Yes		No			Yes		No							
Is the household member a joint applicant?	Yes		No			Yes		No			Yes		No							

	OTHER HOUSEHOLD MEMBER 1	OTHER HOUSEHOLD MEMBER 2
11. Citizenship status (attach proof of citizenship)	Irish ☐ UK ☐ Other EEA* ☐ Non-EEA ☐	Irish ☐ UK ☐ Other EEA* ☐ Non-EEA ☐
Date of entry to Ireland (if applicable)	D D M M Y Y	D D M M Y Y
If the household member is not an EEA or UK national:		
Basis of stay in Ireland (attach copy of residency permission)		
12. Employment status	Employed (full-time or part-time) ☐ Self-employed ☐ Participating in a Government employment scheme (e.g. SOLAS scheme) ☐ Unemployed (receiving social welfare payment) ☐ Pensioner/Retired ☐ One-Parent Family Payment ☐ Homemaker (looking after home/family with no income) ☐ Student ☐ Other, please specify 	Employed (full-time or part-time) ☐ Self-employed ☐ Participating in a Government employment scheme (e.g. SOLAS scheme) ☐ Unemployed (receiving social welfare payment) ☐ Pensioner/Retired ☐ One-Parent Family Payment ☐ Homemaker (looking after home/family with no income) ☐ Student ☐ Other, please specify
13. Weekly net income	€	€

* Please see footnote on page 06.

PART 6: CURRENT ACCOMMODATION

Nature of Current Tenure

1. Select the nature of your current tenure from the list below

Private household

☐

Private rented accommodation

☐

Local authority rented accommodation

☐

Approved Housing Body (AHB)

☐

Rental Accommodation Scheme (RAS)

☐

Housing Assistance Payment (HAP)

☐

Emergency accommodation/None

☐

Other

☐

If other, give details

2. If you selected **private household**, please ensure that you complete the relevant sections hereunder

Owner-occupier

☐

With parents

☐

With relatives/friends

☐

3. If you selected **private rented accommodation**, please ensure that you complete the relevant sections hereunder

In receipt of Rent Supplement

☐

Not in receipt of Rent Supplement

☐

State Rent Supplement amount per week

€

Date Rent Supplement payment commenced at current address

D	D	M	M	Y	Y

Rental Information (if currently renting)

1. Tenancy start date

D	D	M	M	Y	Y

Weekly rent €

3. Have you received a notice of termination? Yes

☐

No

☐

If yes, please state reason

2. Are you in arrears of rent?

Yes

☐

No

☐

If yes, state amount of arrears

€

What type of accommodation are you in now?

Tick box and add description.

Apartment	☐	Direct Provision centre	☐	Hostel	☐	None/other	☐
Bed and Breakfast	☐			House	☐	Prison	☐
Caravan	☐	Flat	☐	Institution	☐	Refuge	☐
Cottage	☐	Group housing	☐	Maisonette	☐	Sheltered accommodation	☐
Day house	☐	Halting bay	☐	Mobile home	☐	Transitional accommodation	☐
		Hospital	☐				

Description, e.g. semi-detached, detached, terraced, bungalow, etc.

Which of the following best describes your reason for seeking support?

Disability grounds	☐	Involuntary sharing facilities	☐	Rent increase	☐
Eviction/notice of termination	☐	Medical grounds	☐	Unable to provide accommodation from own resources	☐
Fire/other damage	☐	Overcrowded	☐	Unfit accommodation	☐
Homeless	☐	Parent/family home (involuntary sharing)	☐	Unsustainable mortgage	☐

Other, give details

Please indicate the facilities available to your household in its current accommodation

Bathroom	☐	Kitchen	☐	Water supply – cold	☐
Bedroom – specify number	☐	Living room	☐	Water supply – hot	☐
Central heating	☐	Toilet	☐		

PART 7: ACCOMMODATION HISTORY

Please give details of previous accommodation over the last 5 years.

Address	Nature of tenure (e.g. owner, private rented, staying with relative, etc.)	Date at address		Reason for leaving
		From DD/MM/YY	To DD/MM/YY	

Information about any local authority/Approved Housing Body/Rental Accommodation Scheme (RAS) accommodation

1. Please provide details, including dates and duration of tenancy, of any dwelling or site provided by a local authority, or an Approved Housing Body, previously let or sold to the household or any household member **at any time in the past**. A letter from the local authority where you or any member of your household was a tenant should be provided in relation to any previous tenancy.

2. Please provide details, including dates and duration of tenancy, of any dwelling previously let to the household or any household member under a **Rental Accommodation Scheme (RAS)** tenancy agreement at any time before the application is made.

PART 8: HOUSING REQUIREMENTS

Housing authorities must make an assessment of the accommodation needs of Travellers under Section 6 and 7 of the Housing (Traveller Accommodation) Act, 1998. This information is requested for that purpose only and will not be used or have any impact on your eligibility for social housing support.

Do you identify as an Irish Traveller?

Yes

☐

No

☐

Prefer not to say

☐

Please indicate type of social housing support that best meets your needs

Adapted housing

☐

Improvement Works In
Lieu scheme (IWILs)

☐

Site for private house

☐

Approved Housing Body (AHB)

☐

Rental Accommodation
Scheme (RAS)

☐

Transfer (include rent account
number below if applicable)*

☐

Demountable dwelling
(see below)

☐

Rented local authority
accommodation

☐

Traveller group housing

☐

Extension to local
authority house

☐

Single level housing

☐

Traveller halting site bay

☐

Housing Assistance
Payment (HAP)*

☐

Single rural dwelling
(see below)

☐

Wheelchair livable

☐

Single Rural Houses

Note: The site to be transferred must be clear of any burdens, financial or otherwise. The following must be provided:

1. Legal evidence of a right of way for the authority to the lands from the nearest public road.
2. Details of all lands in your ownership, including title documentation or a signed affidavit from a solicitor confirming that the lands are registered in your ownership or the ownership of the person providing the site.
3. A written declaration of intention to transfer the site to the local authority free of charge.
4. A written acceptance from you (or the owner of the lands) that the final decision on the location of the proposed cottage on the lands, subject to you qualifying for social housing support, is at the sole discretion of the local authority.
5. Any other documents, such as site location/layout maps, requested by the authority in connection with the application.

Name and address of owner of proposed site:

Exact location of site (incl. townland):

*Separate application forms are required, discuss with your local authority.

Demountable Dwelling

The following must be provided:

1. Letter from owner of site confirming that he/she is willing to allow a demountable unit to be placed on the land.
2. Copy of site map.

Name and address of owner of proposed site:

Exact location of site (incl. townland):

Accommodation on Medical or Disability Grounds

In support of your application on medical or disability grounds, please provide the following details and a completed Medical and/or Disability Information Form (HMD-Form 1), available from your local authority:

Name of household member with an enduring medical condition/disability that would affect the type of housing you need.

The nature of the medical condition or disability and noting whether the condition is enduring.

Where applicable, the type of accommodation (e.g. ground floor), and any specific adaptations required for the medical condition/disability. (Occupational therapist's report to be submitted in support of application)

PART 9: BASIS FOR APPLICATION

Basis for application to: Tipperary County Council

NB: it is important to note that you may only apply for social housing support to one local authority, and it must be one of the following:

- i. A local authority whose area you currently live in
- ii. A local authority that you have a local connection to, or
- iii. There are other reasons why the local authority should accept your application for support.

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Note: local connection means:

- A household member has resided for a continuous 5 year period at any time in the area concerned; or
- The place of employment of any household member is in the area concerned or is located within 15 kilometres of the area; or
- A household member is in full-time education in any university, college, school or other educational establishment in the area concerned; or
- A household member with an enduring physical, sensory, mental health or intellectual impairment is attending an educational or medical establishment in the area concerned that has facilities or services specifically related to such impairment; or
- A relative of a household member lives in the area concerned and has lived there for a minimum period of 2 years (a relative in this instance means – a parent, adult child or sibling, and may include another relative such as a step-parent, grandparent, grandchild, aunt or uncle, who has a close link with the household member in the form of commitment or dependence).

1. Please indicate the basis for your application as follows (only one box should be ticked):

Household is normally resident in the local authority area

☐

Household has a local connection with the local authority area

☐

Please specify the nature of the local connection (see note above)

The local authority should consider the application for social housing support for the following reason(s)

☐

2. Are you or any household member currently on the housing list of any other local authority?

Yes

☐

No

☐

If yes, please provide the name of the household member and the local authority to which they have applied for social housing support.

Household member:

Local authority:

Areas of Choice**

Please tick the areas, within the local authority, where you would accept an offer of accommodation.

A maximum of 3 areas of choice may be ticked from the following list of areas of choice. Please note that listing of areas of choice on the application form is not a priority listing, i.e. all areas of choice specified on the form are deemed to be of equal priority. **It should be noted that you are committed to these areas of choice for a period of 12 months.**

Carrick-on-Suir District	Cullen	Borrisokane
Ahenny	Donaskeigh	Cloughjordan
Ballingarry	Donohill	Kilcommon
Ballinure	Dundrum	Lorrha
Ballyneale	Emly	Nenagh Town
Ballynonty	Golden	Newport
Carrick Town	Grange	Portroe
Cloneen	Hollyford	Puckane
Drangan	Kilfeacle	Rathcabbin
Dualla	Kilross	Rearcross
Faugheen	Knockavilla	Riverstown
Fethard	Lattin	Silvermines
Glengoole	Lisvernane	Templederry
Grangemockler	Monard	Thurles District
Killenaule	Newcastle	Ballysloe
Lisnamrock	Rossadrehid	Borrisoleigh
Moyglass	Tipperary Town	Bouladuff
Mullinahone	Thomastown	Clonakenny
The Commons	Clonmel Borough District	Clonmore
Tipperary District	Ballyclerihan	Drom
Annacarty	Clonmel Town	Drombane
Ardfinnan	Kilcash	Gortnahoe
Ballagh	Killusty	Holycross
Ballylooby	Kilsheelan	Littleton
Ballyporeen	Lisronagh	Loughmore
Bansha	Marlfield	Moyne
Burncourt	New Inn	Roscrea
Boherlahan	Rosegreen	Templemore Town
Cahir		Templetuohy
Cappawhite	Nenagh District	Thurles Town
Cashel Town	Ardcroney	Toomevara
Clogheen	Ballina	Two-Mile-Borris
Clonoulty	Ballingarry, Roscrea	Upperchurch

** It should be noted that a household meeting either the residence or local connection condition may specify up to three areas of choice for receipt of support in the areas of all local authorities in the county and city concerned and, if qualified, will be entered on the housing waiting list of each of those local authorities. Accordingly, under existing arrangements, a household that applies, for example, to Dublin City Council can, if qualified for support and should they choose to do so, be entered on the waiting list of three of the four local authorities in Dublin city and county (same applies in Cork and Galway).

PART 10: OTHER PROPERTY INFORMATION

Information in this section will be cross-checked with the Revenue Commissioners by the local authority, utilising the PPSN(s) provided.

	APPLICANT 1	OTHER HOUSEHOLD MEMBER
1. Do you or any member of your household currently own or have a financial interest in any property in Ireland or any other country? (Please include accompanying documentation/affidavit)	Yes ☐ No ☐	Yes ☐ No ☐
2. If yes, is the property vacant?	Yes ☐ No ☐	Yes ☐ No ☐
Address of the property		

PART 11: PUBLIC ORDER OFFENCES AND OTHER INFORMATION

Public Order Offences

Under Section 14 of the Housing (Miscellaneous Provisions) Act 1997, a local authority may refuse to allocate or defer the allocation of a dwelling to a person where the authority considers that the person is or has been engaged in anti-social behaviour or that an allocation to that person would not be in the interest of good estate management.

In the 5 year period prior to the date of this application, has **any member** of the household been convicted of an offence under any of the following statutory provisions (1-4)?

1. Criminal Justice (Public Order) Act 1994	Yes ☐	No ☐
Section 5: Disorderly conduct in public place		
Section 6: Threatening, abusive or insulting behaviour in public place		
Section 7: Distribution or display in public place of material which is threatening, abusive, insulting or obscene		
Section 14: Riot		
Section 15: Violent disorder, or		
Section 19: Assault or obstruction of peace officer		

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If 'Yes', please give details (including name, address and details of conviction):

2. Sections 3, 3A and 4 of the Housing (Miscellaneous Provisions) Act 1997: subject of an excluding order or interim excluding order Yes ☐ No ☐

If 'Yes', please give details (including name, address and details of excluding order/interim excluding order):

3. Section 117 of the Criminal Justice Act 2006: failure to comply with a behaviour order Yes ☐ No ☐

If 'Yes', please give details (including name, address and details of conviction):

4. Section 257F of the Children Act 2001 (No. 24 of 2001): failure to comply with a behaviour order. Yes ☐ No ☐

If 'Yes', please give details (including name, address and details of conviction):

Other Information

5. Have you, or any of the other persons listed on this application form, ever squatted in a local authority dwelling?

Yes

☐

No

☐

6. If 'Yes', please state address and dates of occupancy

Address

From

D	D	M	M	Y	Y
---	---	---	---	---	---

To

D	D	M	M	Y	Y
---	---	---	---	---	---

7. Have you, or any of the other persons listed on this application form, ever been evicted from previous accommodation?
If 'Yes', please give details of eviction and the reason why it happened (if you need more space, attach another page):

PART 12: OTHER INFORMATION

Please provide any other information which you might consider relevant to your application.
(if you need more space, attach another page)

Application for **SOCIAL HOUSING SUPPORT DECLARATION**

Please read the following information relating to the collection and use of your personal data and the declaration carefully. The declaration should only be signed and dated if you are entirely satisfied that you understand all of the information presented in this form. Please note that an application for social housing support can only be accepted when the application has been completed, and this declaration has been signed.

Collection and Use of Personal Data

ALL data supplied by you when completing this form (including any personal data you submit) will be used for the purposes of assessing and administering your application for Social Housing Support. The law allows this local authority in certain circumstances to share your data with other public bodies. For example, we may share your data with the Central Statistics Office under the Statistics Act 1993. The data supplied by you when completing this application may be shared with the Local Government Management Agency (LGMA) and The Housing Agency in order to fulfil a statutory requirement to provide an annual Summary of Social Housing Assessments, including the production at a national level of statistical reports that inform policy and future planning in terms of the national housing need.

In carrying out its functions under the Housing Acts of 1966-2014, the local authority may request and obtain information from other organisations. These include another local authority, the Criminal Assets Bureau, An Garda Síochána, the Department of Social Protection, the Health Service Executive (HSE), the Revenue Commissioners or an Approved Housing Body in relation to current or prospective occupants of, or applicants for, local authority housing. Your data may also be shared with other public bodies in accordance with our obligation to prevent and detect fraud.

Your rights as a data subject under the General Data Protection Regulation (GDPR) apply in full and are clearly set out in Tipperary County Council's Privacy Statement. Copies of this are available from Tipperary County Council's website www.tipperarycoco.ie

If you have any questions about your rights under GDPR, you can contact Tipperary County Council's Data Protection Officer, or you may also contact the Data Protection Commission (DPC).

For more information, please contact Data Protection Officer, Tipperary County Council, Civic Offices, Emmet Street, Clonmel, Co Tipperary

Tel: 0818 06 5000

Email: dataprotection@tipperarycoco.ie

Declaration

1. I (or we) declare that the information and details given by me (or us) on this application are true and correct.

2. I (or we) promise to notify the local authority of any change in my (or our) household circumstances such as our address, the people who make up the household, their wages or payments, or medical conditions if this changes from the details we gave on this form.

3. I (or we) also agree that the local authority can make whatever enquiries it considers necessary to check that the details of this application are correct.

4. I am (or we are) aware that it is against the law to give false information on this form and that I (or we) can be prosecuted for doing that.

5. I (or we) understand that my (or our) personal data will be shared with the LGMA, and The Housing Agency for the purposes set out above.

6. I (or we) understand that my (or our) personal data will be shared with other public bodies only as provided by law.

7. I (or we) understand that a failure to respond to a request for updated information, as part of the Summary of Social Housing Assessments process, may result in my (or our) housing application being closed.

Applicant 1

Signed _____

Date

D	D	M	M	Y	Y

Applicant 2

Signed _____

Date

D	D	M	M	Y	Y

PROPERTY REGISTRATION REQUIREMENTS FOR VARIOUS EEA/NON-EEA COUNTRIES

ENGLAND & WALES:

If any Housing applicant completes a PN1 form and submits it to the Land Registry together with the required fee then the Land Registry will confirm whether or not persons of that name own land or property in England and Wales. If the reply received from Land Registry includes more than one person of that name then the applicant must provide a sworn affidavit that they are not one of the names mentioned on the letter from the Land Registry.

FRANCE:

It is **NOT** possible for a French Citizen to apply to the register in France ('le cadastre') in the locality that he/she resided in France to get confirmation that he/she did not own property in that particular locality. It is possible to get a certificate if you do actually own property in that locality. In the instances of French Citizens, a sworn affidavit will suffice to the effect that they do not own land or property in France.

GERMANY:

Applicants should be referred to the so called 'Einwohnermeldeamt' (registration office) in Germany at their place of residence. Each city or district has its own land registry where there would be a record on existing property. The information together with a sworn affidavit to the effect that the applicant does not own property in any city or district in Germany would be needed. Applicants should also be asked for a so called 'Meldeauskunft' which is a list of their previous residential addresses and their registrations with the city councils as every resident has to register same in Germany.

HUNGARY:

The Consular Section of the Hungarian Embassy was not able to provide definitive answers regarding Hungarian Citizens. Their advice is as follows: 'the clients should contact the competent Hungarian Authority, which is the Ministry of Rural Development, Vidékfejlesztési Minisztérium 1055 Budapest, Kossuth Lajos utca 11, 1860 Budapest. Tel: 0036 1 795 2000'.

ITALY:

Italian applicants should refer to the 'Agenzia del Territorio' of the area where they are from in Italy for all information relating to property ownership in Italy.

JORDAN:

The applicant should contact the Department of Land and Registry who will provide them with a certificate testifying whether or not they own property (fee 1 Jordanian Dinar). This document should then be taken to the Ministry of Foreign Affairs in Jordan for their official stamp (fee 5 Jordanian Dinar). The applicant does not need to present in person. Application can be made through a relative in Jordan.

PROPERTY REGISTRATION REQUIREMENTS FOR VARIOUS EEA/NON-EEA COUNTRIES

NORTHER IRELAND:

The agency to contact is Land & Property Services, Lanyon Plaza, 7 Lanyon Place, Town Parks, Belfast, BT1 3LP. Tel 030 0200 7803

POLAND:

Polish applicants should contact their Local Authority 'Starostwo Powiatowe' and obtain a certification from their Land and Building Inventory.

SCOTLAND:

Scottish applicants are required to get confirmation from the Scottish Land Registry that they do not own property in the county they lived in there, plus a sworn affidavit that they do not own property in the remaining 32 counties.

SLOVAKIA:

Confirmation from the county the applicant resided in is available following submission of a written request along with a fee of €8 to that County's Cadastre Register. This along with a sworn affidavit confirming that they do not own property in any other county within Slovakia.

SOUTH AFRICA:

Those applicants would need to engage a lawyer to complete the process for them or alternatively contact the Department of Land Affairs in South Africa to seek the information. This department is arranged on a regional basis in South Africa and the Consular Section in the South African Embassy gave the following as the contact number of the office in Pretoria for those applicants based in the region. Tel: +27 123 128911.

SWITZERLAND:

There is no centralized property register in Switzerland. These land registries are locally organised. Switzerland has 26 Cantons. Some of the Cantons have several land registry offices. Furthermore, Switzerland has three official languages. Applicants are required to submit a translated copy from the land registry in their own canton and a sworn affidavit that they do not own properties in any of the cantons in Switzerland.

UNITED STATES OF AMERICA:

Each state has control over its own recordings. If they have property then they can contact the land registry/deed office the state which would have a recording. If they do not they may wish to check with the Real Estate Board in any state they may have resided in order to get confirmation that no property is listed under the name provided. Alternatively, applicants may wish to provide copies of tax returns filed with Internal Revenue Service and state taxes (which generally include property tax) as for US citizens it is a federal law that taxes are filed every year even if they are not resident in the US.

PROPERTY REGISTRATION REQUIREMENTS FOR VARIOUS EEA/NON-EEA COUNTRIES

CHINA: to be confirmed with Embassy.

ZAMBIA: to be confirmed with Embassy.

PAKISTAN: to be confirmed with Embassy.

GHANA: to be confirmed with Embassy.

THE NETHERLANDS/HOLLAND: to be confirmed with Embassy.

