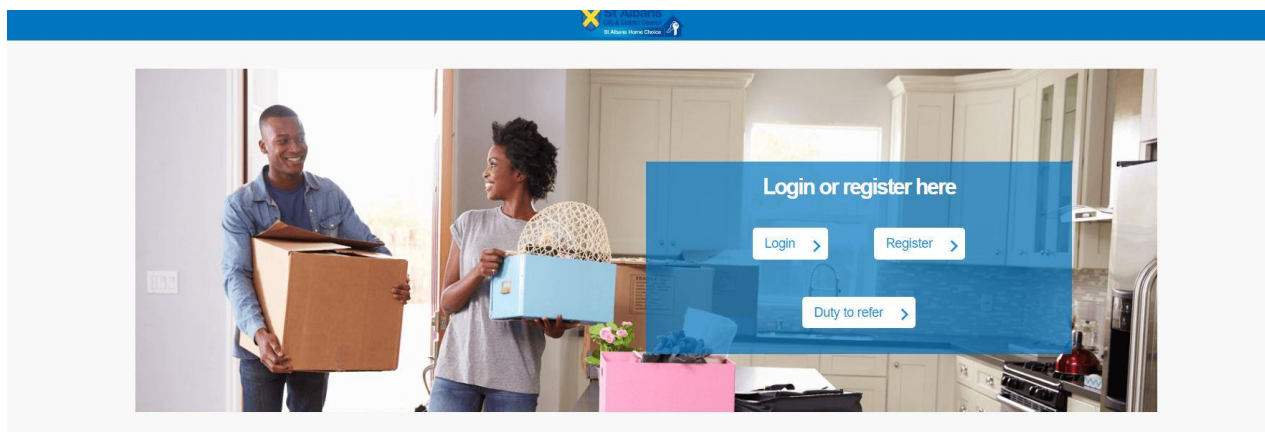


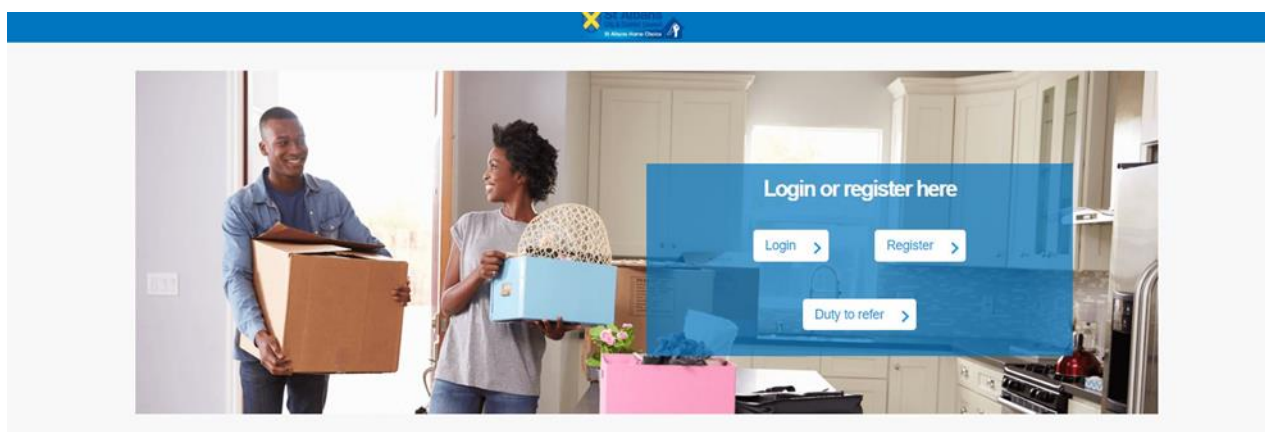
PLEASE NOTE IF YOU ALREADY HAVE AN ACCOUNT WITH ST ALBANS HOME CHOICE E.G. A HOMELESS APPLICATION THEN PLEASE LOGIN AND SKIP TO STEP 12.

Step One

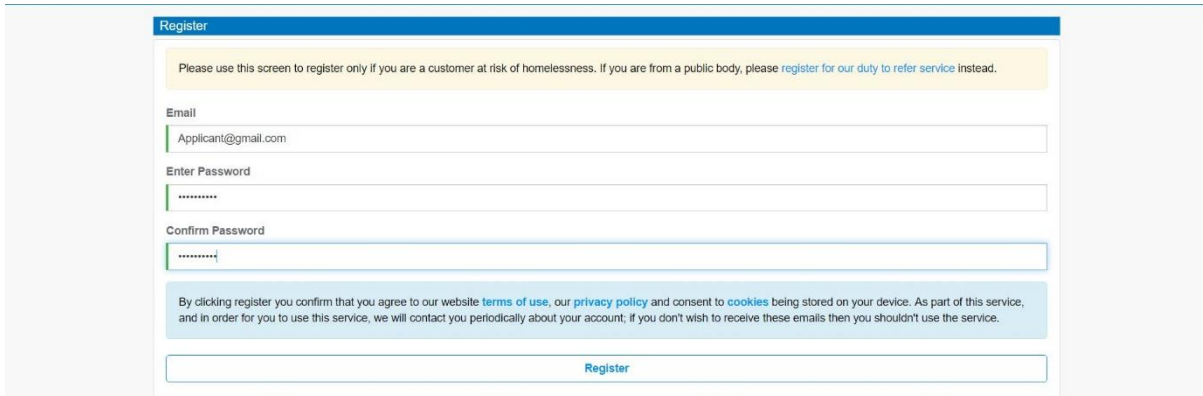
1. Please go to St Albans Home Choice on www.stalbanshomechoice.co.uk.



2. Click on 'Register'.



3. Enter your email address and create a password. Passwords must at least 8 characters long and include one upper case, one lower case, one number and one non-alphanumeric character e.g. *, @, #.



Register

Please use this screen to register only if you are a customer at risk of homelessness. If you are from a public body, please [register for our duty to refer service](#) instead.

Email
Applicant@gmail.com

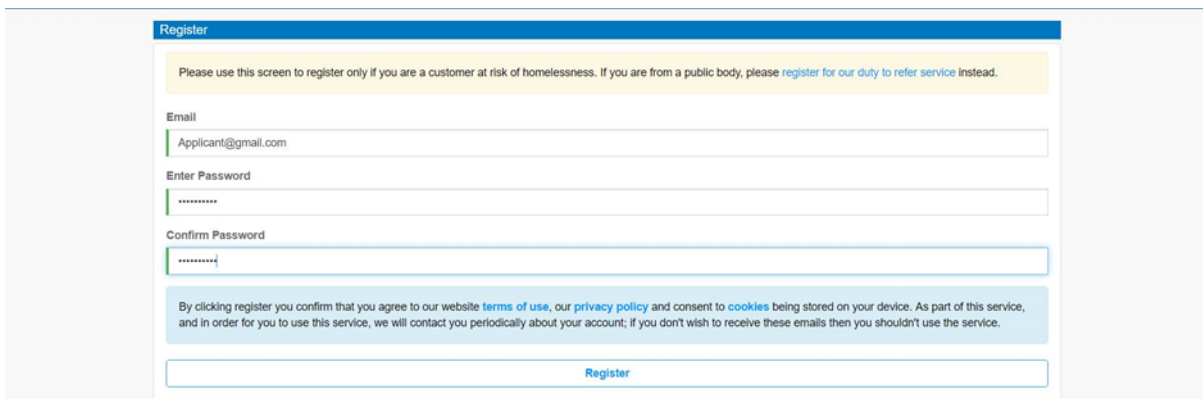
Enter Password

Confirm Password

By clicking register you confirm that you agree to our website [terms of use](#), our [privacy policy](#) and consent to [cookies](#) being stored on your device. As part of this service, and in order for you to use this service, we will contact you periodically about your account; if you don't wish to receive these emails then you shouldn't use the service.

Register

4. Click 'register'.



Register

Please use this screen to register only if you are a customer at risk of homelessness. If you are from a public body, please [register for our duty to refer service](#) instead.

Email
Applicant@gmail.com

Enter Password

Confirm Password

By clicking register you confirm that you agree to our website [terms of use](#), our [privacy policy](#) and consent to [cookies](#) being stored on your device. As part of this service, and in order for you to use this service, we will contact you periodically about your account; if you don't wish to receive these emails then you shouldn't use the service.

Register

5. You will receive a link to confirm your account which will be sent to the email address you have used to register with St Albans Home Choice.
6. Go to your email inbox, open the email from 'Housing Jigsaw' and click on the link. The link will look like this.

Subject: Housing Jigsaw Customer Portal



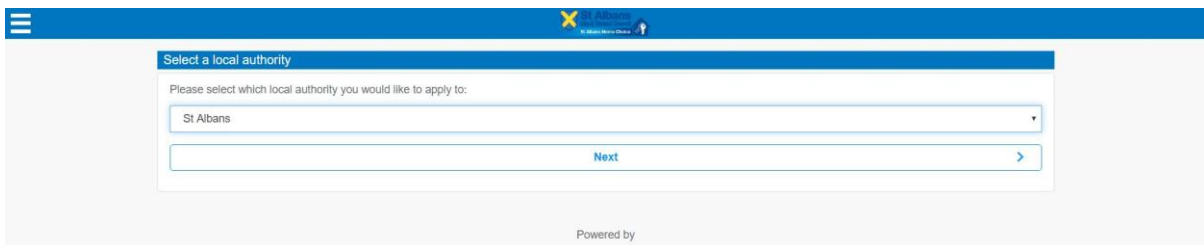
- You will be redirected back to St Albans Home Choice. Now, login with the email address and password you used to create your account.



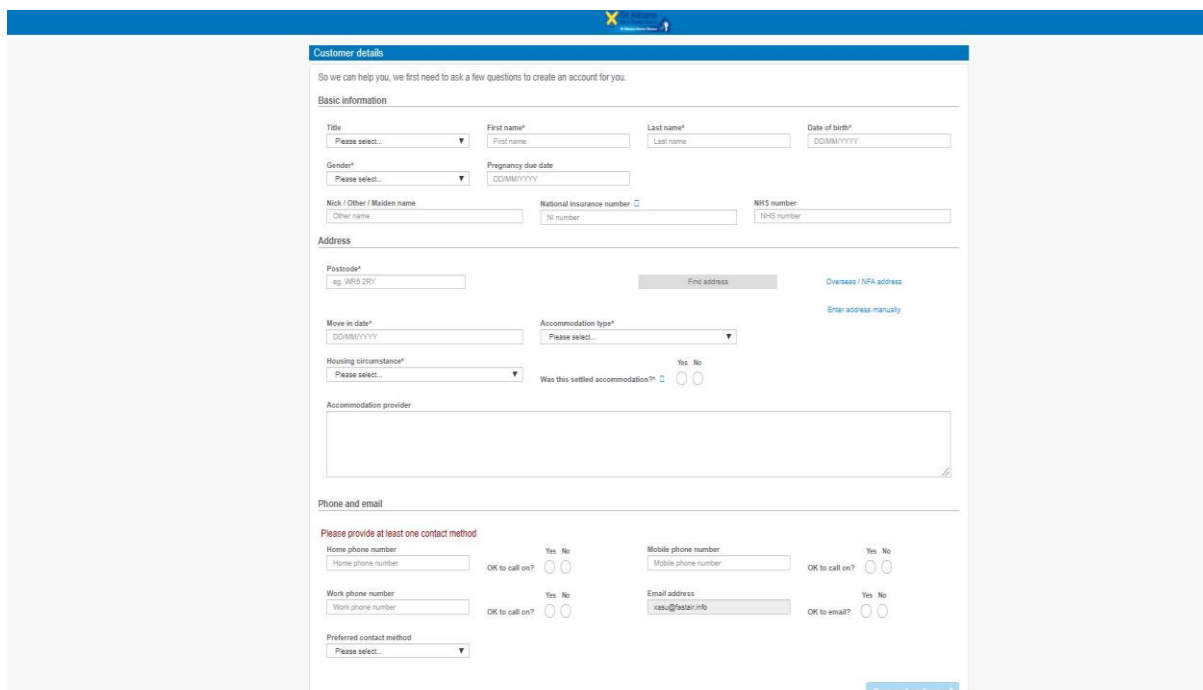
- You are now registered as a **customer** with St Albans Home Choice.

Step Two

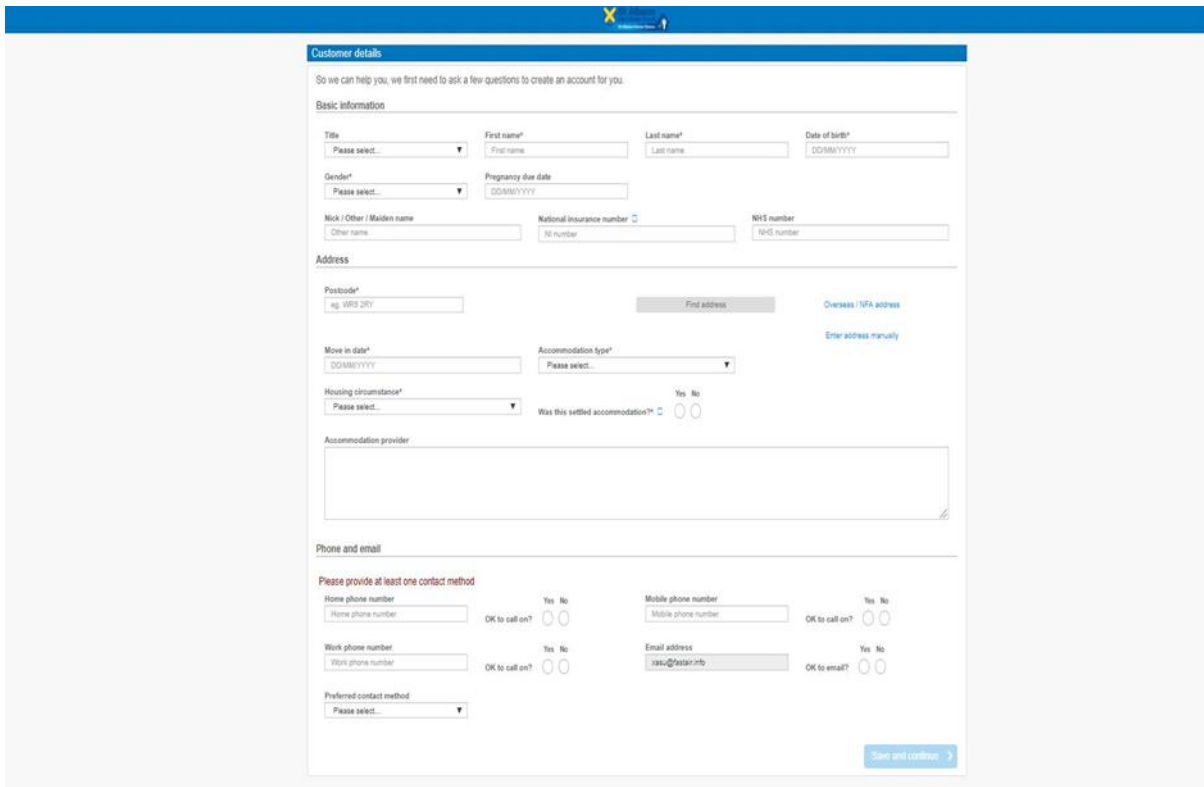
- From the drop down, please select 'St Albans' and click next.



- Now, please fill in your details. Make sure all mandatory fields are completed and the information you are providing is accurate.



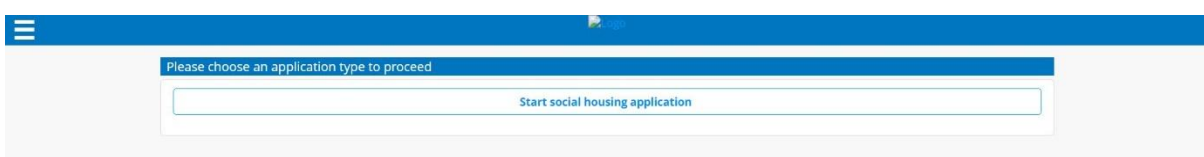
11. When you have filled in your details, click 'save and continue'.



12. Now select which service you want. In this case, you will select 'Housing Register'. Please note the wording may be slightly different when you come to register.



13. Now click 'start social housing application'.



14. Now please add any joint applicants or any other household members if applicable. To do this click on 'add' and fill in their details.

Lead applicant

Name Applicant Demo	Other names not provided	Edit
Date of birth 10th Oct 1990 (28)		
Current/last address Civic Centre, St. Peters Street, St. Albans, Hertfordshire, AL1 3JE		

Joint applicant

No joint applicant

[Add](#)

Other household members

No other household members

[Add](#)

[Next >](#)

15. Now please enter some more details about your current address and confirm all details are correct. Enter the address for the joint applicant if it is different before continuing.

Lead applicant

Editing lead applicant's address

Address*
Civic Centre St. Peters Street St. Albans Hertfordshire AL1 3JE [Change address](#)

Move in date* **Accommodation type***

Housing circumstance* **Was this settled accommodation?*** Yes No

Number of bedrooms for exclusive use of your household? (Persons that will be moving with you)* **How many living rooms are for the sole use of your household? (Persons that will be moving with you)***

Accommodation provider

[Save](#)

Joint applicant

16. You will not be prompted to enter an address history going back at least five years. To do this click 'add address' and fill in the details. If you have been in your current address five years or longer the system will inform you that you do not need to add further address history. Click 'save and continue' when you have completed this section.



Lead applicant's address history (Applicant Demo)

Lived at current address for more than 5 years - no further address history required

Add address

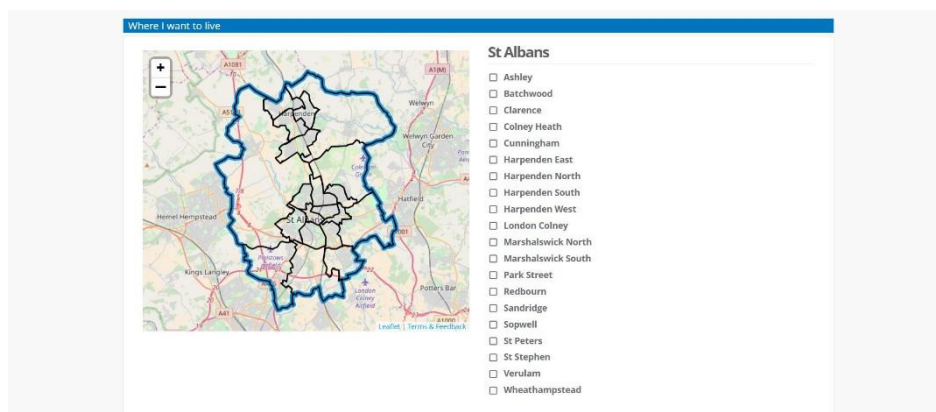
Next

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housingjigsaw

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17. Please selection where you want to live. You must select at least one area but can select as many as you wish. You can do this by clicking the boxes or clicking on the map.

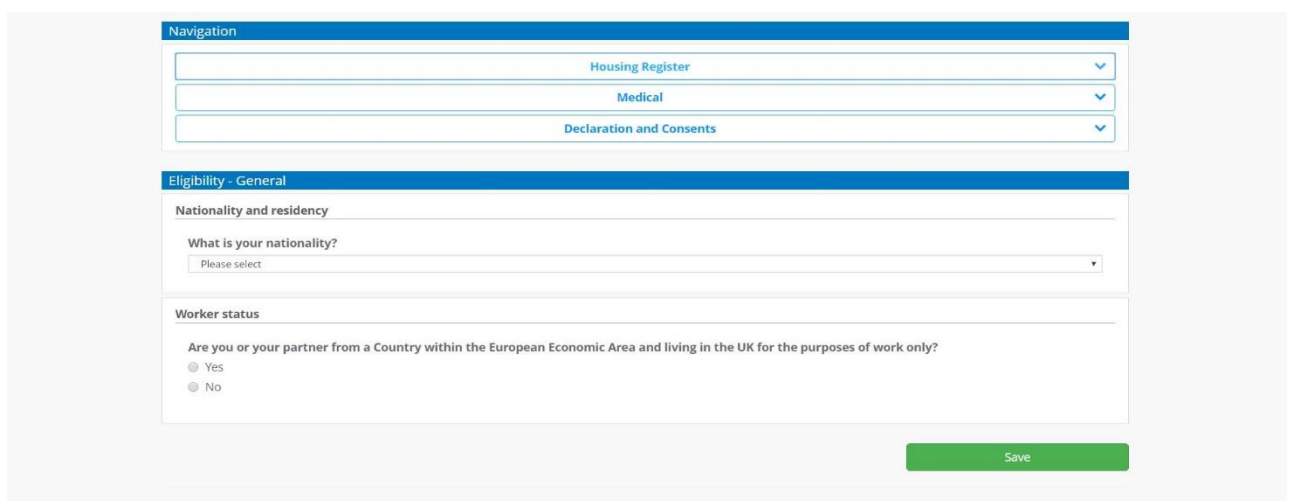


Where I want to live

St Albans

- Ashley
- Batchwood
- Clarence
- Colney Heath
- Cunnigham
- Harpenden East
- Harpenden North
- Harpenden South
- Harpenden West
- London Colney
- Marshalswick North
- Marshalswick South
- Park Street
- Redbourn
- Sandridge
- Sappwell
- St Peters
- St Stephen
- Verulam
- Wheathampstead

18. You can now complete the application form. Please complete each section and click on 'save and continue' to move on to the next section. Please ensure all mandatory questions are complete. These are marked by a *.



Navigation

Housing Register

Medical

Declaration and Consents

Eligibility - General

Nationality and residency

What is your nationality?

Please select

Worker status

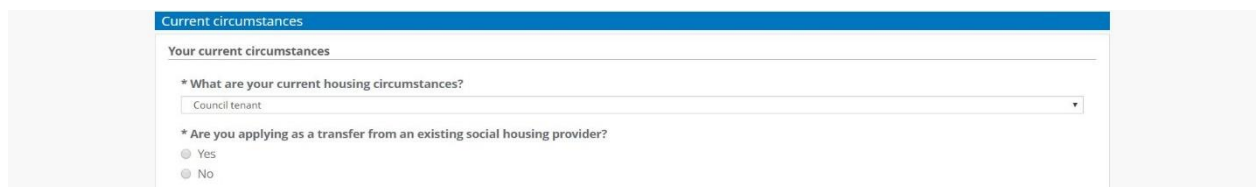
Are you or your partner from a Country within the European Economic Area and living in the UK for the purposes of work only?

Yes

No

Save

19. IMPORTANT – if you are applying for a **TRANSFER** then please ensure these two questions of the ‘current circumstances’ section of the application are completed accurately.



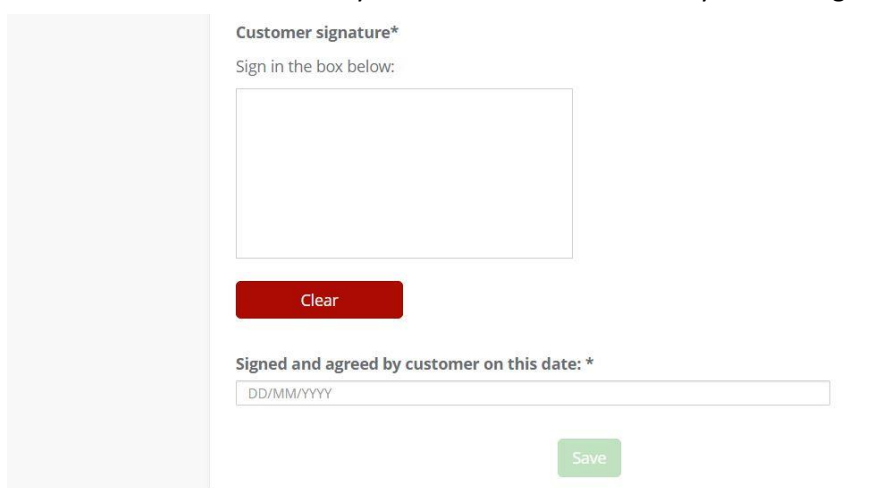
Current circumstances

Your current circumstances

* What are your current housing circumstances?
Council tenant

* Are you applying as a transfer from an existing social housing provider?
 Yes
 No

20. Once you reach the end of the application, please sign by drawing in the box using your mouse. The date will automatically be filled in. Click save once you have signed.



Customer signature*
Sign in the box below:

Signed and agreed by customer on this date: *
DD/MM/YYYY