

Change of Circumstances Form



Housing Application Number:

Name of Lead Applicant:

Home Number:

Mobile Number:

Email Address:

Please fill out the relevant section, contact details and the declaration

1 Change of Address

Date of move:

New Address:

In what capacity do you live there (living with family, private renting etc):

Type of accommodation (house/flat etc):

How many rooms in the property:

Bedrooms	Living Rooms	Kitchen	Bathrooms	Total

If you share any of the facilities above please mark a cross in the appropriate box below:

Bedrooms	Living Rooms	Kitchen	Bathrooms	Total

Please inform us of any persons with whom you share these facilities that are not a part of your application (use extra paper if needed):

Name	D.O.B	Relationship to Applicant

Please attach proof of address. This must be an original document such as a bank statement or utility bill

2 Adding someone to the application

If you are adding anyone to your application, please give their details and **attach their original birth certificate** (please be aware we may ask for further documentation):

Name	D.O.B	Relationship to Applicant

3 Medical Information

If you feel that a medical condition is directly affected by your current housing, please provide supporting evidence from a medical professional such as a G.P or Psychologist.

I attach documentation regarding my medical condition

4 Other information

If there is anything else you would like to inform us, please use the space below:

If you are risk of homelessness, please contact the Housing Options Advice team to discuss your options on 01727 866100.

Declaration

This is my change of circumstances form for my housing application

The information I have provided is correct and complete.

You may make any enquiries to check the information that I have provided is correct and accurate. (This includes making checks with Land Registry and Credit Checking Agencies)

You may check the information I have provided on this form with other departments of the council and benefits authorities.

I understand that if I give false or misleading information to gain social housing, court action may be considered and this could be a fine and/or eviction.

Applicant Signature: _____ Date: _____

Joint Applicant Sign: _____ Date: _____

THANK YOU FOR INFORMING US OF YOUR CHANGE IN CIRCUMSTANCES

For Official Use Only:

Entered By:

Date:

Calculated Band: