

# how to complete your housing application



These notes will help you to complete the housing application form and give you some background information that you will find useful. When you return your completed application, you do not need to return these notes.

### Note 1: Other options

Before you complete the housing application form, please check whether these other options are useful to you:

**If you are a tenant of a private landlord** in London Borough of Lewisham and you are being faced with harassment, unlawful eviction, or you are concerned about disrepair, please phone the housing advice team on 020 8314 7144.

**If you are applying from another borough** your application will be considered, but it will be given priority only if you have a job or a job offer in the borough, or you need to move to give support to/receive support from a family member permanently in the borough.

**If you are under-occupying a Lewisham Council property**, please phone the accommodations officers on 020 8314 8827, who may be able to find you a smaller, more manageable home and help you with the move.

**If you are interested in a mutual exchange** (also known as a Homeswap) and you are a Lewisham Council tenant, please phone the nominations team on 020 8314 6455.

**If you are interested in moving to another part of the country** and you are a Lewisham Council tenant or accepted by the Council as priority homeless, please phone the property initiatives team on 020 8314 6903 about Fresh Start. A number of local authorities and housing associations in the north of England, in Wales and Scotland, have family homes to offer. The scheme does not extend to boroughs in the south east of England, where demand for social housing is very high.

**If you are interested in moving to the coast or a country area and you are 60 or over**, and living in social housing in the borough, please phone the nominations team on 020 8314 6455 about the Seaside and Country Homes Scheme. You may be eligible for a flat or bungalow in coastal or country areas from Cornwall to Norfolk, or in the midlands and east midlands.

## Note 2: Size of council property offered

Use the chart below to find the size of property that you will be considered for:

	Studio flats	1 bed	2 bed	3 bed	4 bed or more
1 person	•	•			
Couple		•			
2 adults not living as a couple *			•		
<b>1 person or couple and:</b>					
1 child or other adult			•		
2 children same sex			•		
2 children opposite sex				•	
3 children				•	
4 or more children					•

\* e.g. mother and adult son or adult brother and sister.

### Children's birth certificates

- Please provide an original of the full birth certificate or child benefit book of every person under 16 who is included in your application (questions 3 and 4).
- Please provide a copy of the certificate of confinement to confirm the pregnancy and a copy of the full birth certificate when the child is born (question 5).

### Note 3: Your wishes

- All sizes and types of council and housing association properties in the borough are advertised weekly through Lewisham Homesearch, a choice-based lettings scheme which gives you the opportunity to decide on location and property type on the basis of what is on offer.
- However, some of the smaller housing associations in the borough do not yet advertise through Homesearch, and none of the housing cooperatives are able to use Homesearch yet (see note 6 and note 7). Please show your choices of location and

property type on the housing application, in case they are needed for those offers made outside Homesearch.

- Use the map on the back page to choose the parts of the borough you would like to be offered housing in.
- To help you make your choices, the tables overleaf show the number of properties of each size and type that become available for letting in a year. It shows you the locations in the borough where some sizes and types are rare, and the locations where they are less rare.

**Council property of every size and type available for letting each year**

	Studio Flats			1 bedroom			2 bedroom					
	Flat in a converted house	Purpose built flat	Bungalow	Flat in a converted house	Purpose built flat	Bungalow	Purpose built maisonette	Flat in a converted house	Purpose built flat	House	Maisonette in a converted house	Purpose built maisonette
Bankfoot		8		4	46			9	41	2		
Bellingham	4	17		8	49		2	18	11		1	
Brockley	3	4		15	22		11	26	4	2	14	
Evelyn		13			26			26			4	
Forest Hill	3	16		5	41		13	16	4		7	
Giffin Street	4	3		6	22		3	24	5	1		
Grove Park	2	9		2	27		2	12	4		5	
Honor Oak		7		5	27		4	35				
Home Park		14	2	8	49	1		27	6		10	
John Henry		2		4	10			35	20			
Kender		8		11	44	1	2	20	5		6	
Lee Green	13	25		9	49	2	5	65	4	7	16	
Pepys		17		8	34			67	25		35	
Rushey Green	34	9		26	46		2	20	24		5	7
Sydenham	1	7		2	35	3		5	60	1	23	
Woodpecker		7			7			12	4		6	
Totals	64	166	2	113	534	7	2	67	476	134	17	134

**Note 4: Sheltered housing and housing designated for older people**

- There are 20 Lewisham Council sheltered housing schemes in the borough, and some housing association sheltered schemes. They provide a safe, secure environment for older people, and the sheltered housing support service assists residents in living independent lives. They are advertised through Lewisham Homesearch and are available to people who are 60 years old and over.
- Sheltered housing is generally not suitable for elderly people with additional special needs such as alcohol dependency or mental health problems.
- There is an additional charge for this service, added to the weekly rent.
- All sheltered flats are connected to the LinkLine alarm service.

- There are also many Lewisham Council 1 bedroom flats which are let only to people who are at least 55 years old. They are connected to the LinkLine alarm service, but in all other respects they are ordinary flats.

**Note 5: Housing associations**

- The Council is able to put forward families for some properties provided by local housing associations, if they have a priority for rehousing.

Tenants of housing associations have assured tenancies, which are similar to the Council's secure tenancies

**Note 6: Housing cooperatives**

- The Council is able to put forward families for some properties provided by local housing cooperatives, if they have a priority for rehousing.

3 bedroom				4 bedroom				5 bedroom house		6 bedroom house		
Flat in a converted house	Purpose built flat	Bungalow	House	Maisonette in a converted house	Purpose built maisonette	Purpose built flat	House	Purpose built maisonette				
	4		22		4	2	2	2				Bankfoot
	5		22		4							Bellingham
2	3		16		7		5			1		Brockley
	8		4		9		1	1	1			Evelyn
1	9	1	14	2	1		2					Forest Hill
2	6	1	10			2	2					Giffin Street
1	1		11		1		1					Grove Park
1	11		11	1	1	1	6					Honor Oak
	3		4		8	2	2	1				Home Park
	12		15									John Henry
1	18		13	1	6	4	2					Kender
1	18		5		13	2	2	3				Lee Green
1	20		4		35		13	4	2	1		Pepys
2	1		7	1	1		4					Rushey Green
	25		10	1	11	4	2	3				Sydenham
	2		2		2		1					Woodpecker
12	146	2	170	6	103	17	45	14	3	2		Totals

- Housing cooperatives are independent organisations supported by the Council. Their tenants jointly manage the cooperative. As a result, the cooperative will normally only accept people, who, after an interview, want to contribute to this work.

### Note 7: Homes in Bexley, Bromley, Greenwich and Southwark

- Some of the boroughs in south east London have few sites left to build housing on. The South East London Partnership was set up to offer new-build properties and in time, other properties in Bexley, Bromley, Greenwich (including the Thamesmead area), Lewisham and Southwark to people in rehousing need across these boroughs.
- They are advertised through Lewisham Homesearch, but circling 'yes' on the form allows us to assess the likely demand for

these properties. This is in addition to your choices within the borough.

- The scheme does not extend to other boroughs in the south east of England, where demand for social housing is very high.

### Note 8: Verifying applications

- We will need to verify all the details of your application. In particular, your supporting documentation may need to be verified before you can be considered for rehousing.
- We may also arrange to visit you at home, or at your current residence, in order to confirm your current housing conditions.

### Note 9: Data protection

- The London Borough of Lewisham will process information contained in your

housing application for the proper conduct of the Council's housing function. The information that you provide on your housing application is entered into and retained on a computer system designed to deal with the letting of social housing in the borough.

- All information is processed in accordance with the requirements of the Data Protection Act 1998, and with your expectation that such information will be treated confidentially. Data will also be used for statistical and training purposes, although individuals will not be identified.
- You may ask to see information which is being held about you on our records, with the exception of any confidential medical information and in certain circumstances, information from or concerning third parties. You should ask a member of staff from your local housing office or the housing options centre if you wish to exercise this right. This is a free service and you have the right to have any incorrect or inaccurate information deleted or amended.
- Information will be disclosed only to third parties as is consistent in dealing with your application, or when you consent to such a disclosure, or where the law might otherwise allow. From time to time the Council may pass data to a third party for the proper conduct of the Council's housing functions. For a full list of these recipients and their purpose in data protection please contact your local housing office (see below for contact details).

## Note 10: Returning the form

If you are resident in the borough, please return this application form to your local housing office (see below):

**Central Lewisham Area** (includes Lee Green and Rushey Green)

**Lee Green Office** (Managed by Circle 33)  
8-12 Eltham Rd, Lee Green,  
London SE12 8RN  
Tel: 020 8314 8722

**Deptford Area** (includes Evelyn, Giffin Street, Pepys and Woodpecker)

**Pepys Office**  
1A Eddystone Tower, Oxestalls Road,  
London SE8 3QU  
Tel: 020 8314 6923

**Forest Hill and Sydenham** (managed by Pinnacle PSG)

Kingswear House, Dartmouth Road, Forest Hill, London SE23 3YE  
Tel: 020 8314 9955

**Grove Park** (managed by Dunlop Haywards)

333-335 Baring Road, Grove Park,  
London SE12 0DZ  
Tel: 020 8314 6722

**North West Lewisham Area** (includes Brockley, Honor Oak and Kender)

**Kender Office**  
297 Queens Road, Peckham,  
London SE15 2PA  
Tel: 020 8314 7522

**Honor Oak Office**  
29 Spalding House, Turnham Road, Brockley,  
London SE4 2HT  
Tel: 020 8314 6522

**South Lewisham Area** (includes Bankfoot, Bellingham, Home Park and John Henry)

**Home Park Office**  
129 Winchfield Road, Sydenham,  
London SE26 5TH  
Tel: 020 8314 9323

### John Henry Office

299 Verdant Lane, Catford, London SE6 1TP  
Tel: 020 8314 9725

### Bellingham Office

109-111 Randlesdown Road, Catford,  
London SE6 3BH  
Tel: 020 8314 6122

### If you are not resident within the borough, please return this form to: Nominations Team

Rehousing Development Unit  
Capital House, 47 Rushey Green, Catford,  
London SE6 4AS  
Tel: 020 8314 6455

## What happens next

### Our promise

We will assess your application and notify you of your priority within 10 working days. If your application is incomplete, we will return it and advise you what is missing.

### Our guarantees

Lewisham Council guarantees that if you are accepted for rehousing, any offer will:

- provide the right number of bedrooms for your needs;
- be ready to move into from the start date of your tenancy; and
- meet any medical requirements that are agreed by the Council's medical adviser.

### Keeping your application up to date

If there are any changes in your situation that might affect any offer you are made, you must tell:

- your local housing office; or
- your housing adviser if you are accepted as priority homeless; or
- the nominations team if you are applying from outside the borough.
- In legal terms, remaining silent about a significant change of circumstances is the

same as saying that the circumstances on your housing application still exist. If you accept an offer that was based on circumstances that you have not told us have changed, you may be considered to have committed fraud.

### Introductory tenancies

- If you are made an offer of housing by Lewisham Council which is your first social housing tenancy, you will be offered an introductory tenancy.
- Introductory tenants have to undergo a trial period of 12 months. During this time, introductory tenants have to show that they can maintain a clear rent account by paying their rent promptly and in particular, that they have not demonstrated any serious antisocial behaviour towards their neighbours.
- After 12 months, provided the Council has not started possession proceedings, the introductory tenant will automatically become a secure tenant.

### For translation contact:

Tercüme için temas ediniz:

Pour la traduction, entrez en contact svp:

အဘိဓာန်အတွက် ဆက်သွယ်ရန်:

LIÊN LẠC KHI CÓ NHU CẦU THÔNG DỊCH:

Controlkha troogmada:

翻譯請聯絡:

Për një përkthim kontaktojeni:

Para la traducción, entre en contacto con por favor:

অনুবাদের জন্য যোগাযোগ করুন:

ترجمہ کے لئے رابطہ:

Para a tradução, contate por favor:

उत्तरमें से सही सम्भवत वतै:

Pro překlad se obraťte na:

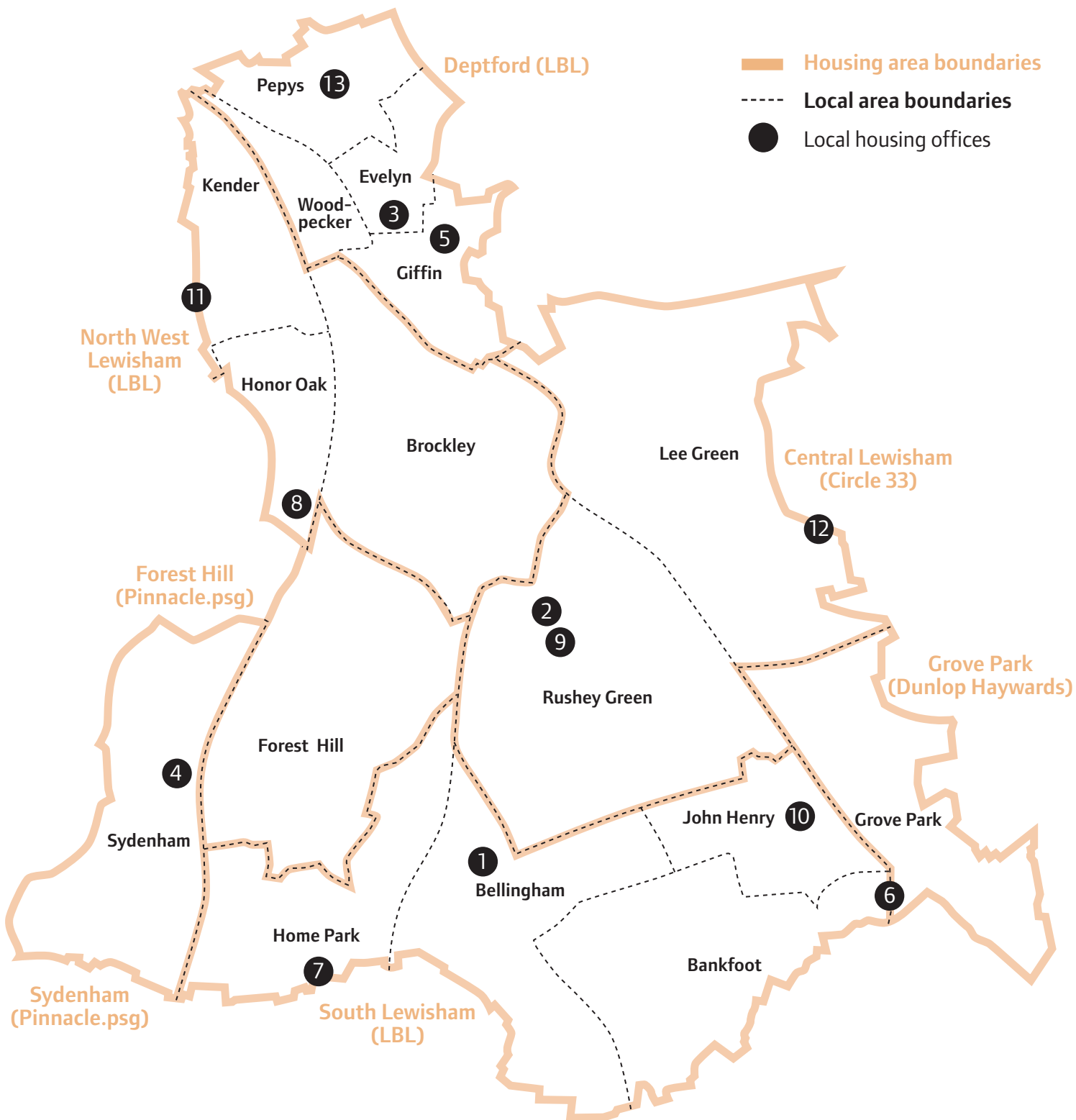
অনুবাদ মতে সম্পর্ক করো:

अनुवाद के लिये सम्पर्क करें:

Для перевода позвоните:

Pre preklad sa obráťte na:

**For other formats, including Braille, large print, audio tape or computer disc contact: 020 8314 6455**



**Housing offices**

1. **Bellingham** 109-111 Randlesdown Road, SE6 3BH
2. **Capital House including Private Sector Housing Unit** 47 Rushey Green, SE6 4AS
3. **Evelyn** 8 Kingfisher Square, SE8 5TW
4. **Forest Hill and Sydenham** Kingswear House, Dartmouth Road, SE23 3YE
5. **Giffin** 5 Giffin Street, SE8 4RJ
6. **Grove Park** 333-335 Baring Road, SE12 0DZ
7. **Home Park** 129 Winchfield Road, SE26 5TH
8. **Honor Oak** 29 Spalding House, Turnham Road, SE4 2HT
9. **Housing Options Centre** 3 Rosenthal Road, SE6 2BX
10. **John Henry** 299 Verdant Lane, SE6 1TP
11. **Kender** 287 Queens Road, SE15 2PA
12. **Lee Green and Rushey Green** 8-12 Eltham Road, Lee Green, SE12 8RN
13. **Pepys** 1A Eddystone Tower, Oxestalls Road, SE8 3QU

Publication number REG39  
 Published in November 2005 by the  
 Communications Unit  
 Design and illustration by HSAG  
 Printed by LEA Printers

Visit [www.lewisham.gov.uk](http://www.lewisham.gov.uk) for all the latest news and information about your council's services, and the range of job opportunities we currently have on offer.

# housing application form

for all council, housing association and cooperative housing in London Borough of Lewisham

**You should use this form only if you are:**

- an existing Lewisham Council tenant; or
- a UK citizen or other EU National; or
- a person subject to immigration control who has been granted refugee status, or exceptional leave to remain, or indefinite leave to remain; or
- a person subject to immigration control who is a national of a country that has ratified the European Convention on Social and Medical Assistance (ECSMA) or the European Social Charter (ESC), provided that you are habitually resident in the Common Travel Area (CTA) and are lawfully present in the UK.

If you are eligible, you can use this form to apply for housing in London Borough of Lewisham that is managed by:

- the Council (or its management partners Circle 33, Pinnacle Housing PSG and Dunlop Haywards);
- a housing association; or
- a housing cooperative.

**If you are actually homeless or threatened with homelessness within the next 28 days, please phone the housing options centre on 020 8314 7007.**

You may need other information from us before you complete this form. Please refer to the notes in the leaflet *'How to complete your housing application'*.

**Illness or disability**

- Do you or a member of your permanent household have an illness or disability which is caused or aggravated by where you are living now?
- If you live in the borough, get a medical form from the place where you got this.
- If you live outside the borough, phone the nominations team on 020 8314 6455.

**Please complete all sections of this form or it may have to be returned, which will delay your application.**

**For applicant to complete:**

Your family name:

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First line of your address:

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**For office use only:**

Date completed by applicant

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Date received

---

Date registered

---

Date acknowledged

---

Property reference no. (if Lewisham Council tenant)

---

Application reference no.

---

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# Your application

See note 1 in the leaflet 'How to complete your housing application'.

## 1) Applicant's details

Mr/Mrs/Miss/Ms (please circle)	Date of birth:
First name(s):	
Family name:	
Address:	
Postcode:	
Contact address and postcode for correspondence if you have no permanent address:	
Postcode:	
Phone (home):	Phone (work):
Phone (mobile):	
E-mail address:	
National insurance number:	

### Equal opportunities

Lewisham Council wants to make sure that access to housing is based only on housing need, and that no one is treated unfavourably on the grounds of race, nationality, ethnic origin, sex, sexuality, age or disability.

- To help us, please tell us your ethnic origin and sexuality, and that of the joint applicant, if there is one. Please tick the box in column 1 that you think best describes you and place a tick in the box in column 2 that best describes the joint applicant, if there is one.
- This information tells us who is in need of housing. It is not used to decide who is eligible for housing. That would be against the law.

<b>Ethnic origin</b>	1 you	2 joint applicant		1	2
<b>White</b>			<b>Mixed</b>		
White British	<input type="checkbox"/>	<input type="checkbox"/>	White and Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>
White Irish	<input type="checkbox"/>	<input type="checkbox"/>	White and Black African	<input type="checkbox"/>	<input type="checkbox"/>
Other white background	<input type="checkbox"/>	<input type="checkbox"/>	White and Asian	<input type="checkbox"/>	<input type="checkbox"/>
<b>Black or Black British</b>			Other mixed background	<input type="checkbox"/>	<input type="checkbox"/>
Caribbean	<input type="checkbox"/>	<input type="checkbox"/>	<b>Other</b>		
African	<input type="checkbox"/>	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	<input type="checkbox"/>
Other black background	<input type="checkbox"/>	<input type="checkbox"/>	Vietnamese	<input type="checkbox"/>	<input type="checkbox"/>
<b>Asian or Asian British</b>			Turkish	<input type="checkbox"/>	<input type="checkbox"/>
Indian	<input type="checkbox"/>	<input type="checkbox"/>	Turkish Cypriot	<input type="checkbox"/>	<input type="checkbox"/>
Pakistani	<input type="checkbox"/>	<input type="checkbox"/>	Other ethnic origin (please state)		
Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>			
Other Asian background	<input type="checkbox"/>	<input type="checkbox"/>	<b>Sexuality</b>		
			Heterosexual	<input type="checkbox"/>	<input type="checkbox"/>
			Bisexual	<input type="checkbox"/>	<input type="checkbox"/>
			Homosexual (gay or lesbian)	<input type="checkbox"/>	<input type="checkbox"/>
			Do not wish to say	<input type="checkbox"/>	<input type="checkbox"/>

## 2) Joint applicant's details

Mr/Mrs/Miss/Ms (please circle)	Date of birth:
First name(s):	
Family name:	
Address:	
Postcode:	
Contact address and postcode for correspondence if you have no permanent address:	
Postcode:	
Phone (home):	Phone (work):
Phone (mobile):	
E-mail address:	
National insurance number:	

## 3) Details of others who live with you permanently as part of your household, and who you wish to be rehoused with you

**See note 2 in the leaflet 'How to complete your housing application'.**

First name	Family name	Relationship to you	Date of birth	National insurance number (for 18 years and older)	Ethnic origin (See Equal opportunities on page 2)	Sexuality (See Equal opportunities on page 2)

## 4) Details of others who are not living with you, but who you wish to be rehoused with you

First name	Family name	Relationship to you	Date of birth	National insurance number (for 18 years and older)	Ethnic origin (See Equal opportunities on page 2)	Sexuality (See Equal opportunities on page 2)
Their address:						
Their address:						

If there are more than two, please attach a separate sheet.

5) Is anyone on your housing application pregnant?  Yes  No

See note 2 in the leaflet 'How to complete your housing application'.

If yes, please state who:

When is the baby is due?

6) Do you or anyone listed on this application work for Lewisham Council, or its management agents Circle 33, Pinnacle Housing PSG or Dunlop Haywards, or any housing association or housing cooperative with properties in the borough?

Yes  No

If yes, state their name:

Relationship:

Employed by:

7) Do you or anyone listed on this application have a friend or relative who works for any of the organisations in question 6?  Yes  No

If yes, state their name:

Relationship:

Employed by:

8) Are you, or is anyone listed on this application, an elected Lewisham councillor?

Yes  No

If yes, state their name:

9) Do you, or does anyone listed on this application have a friend or relative who is an elected Lewisham councillor?  Yes  No

If yes, state their name:

## Your previous home(s)

10) Please give details of your previous addresses for the last five years (most recent first):

Previous address:

Postcode:

When did you move there?

When did you leave?

Why did you leave?

Who owned the property?

Rent arrears outstanding:

Previous address:

Postcode:

When did you move there?

When did you leave?

Why did you leave?

Who owned the property?

Rent arrears outstanding:

Previous address:

Postcode:

When did you move there?

When did you leave?

Why did you leave?

Who owned the property?

Rent arrears outstanding:

If there are more than three, please attach a separate sheet.

**11) Do you or a member of your permanent household have a council, housing association or housing cooperative tenancy elsewhere?**  Yes  No

If yes, please state the full address:

Postcode:

Name of the council, housing association or housing cooperative:

**12) Do you or a member of your permanent household own a property elsewhere?**  Yes  No

If yes, please state the full address:

Postcode:

**13) Have you or anyone who wishes to be rehoused with you previously held a Lewisham Council tenancy?**  Yes  No

If yes, please state who:

Date of the tenancy:

Address:

Postcode:

Reason for leaving:

# Your present home

## 14) Please tick every box that applies to you.

- I rent my current home from Lewisham Council.
- I rent my current home from another council.
- I rent my current home privately.
- I rent my current home from a housing association.
- I rent my current home from a housing cooperative.
- I live with my parents (but they are not on my application).
- I live with relatives (but they are not on my application).
- I am staying with friends.
- I am homeless.
- I am staying in a hostel.
- I am staying in a bed and breakfast hotel.
- My present home goes with my job.

## 15) How many bedrooms do your family (named on your application) have sole use of?

- None
- I live in a studio flat
- 1 bedroom
- 2 bedrooms
- 3 bedrooms
- 4 bedrooms or more

## 16) How many bedrooms does the home that you are living in have (including the bedrooms that you use)?

## 17) How many living rooms does the home that you are living in have (including the living rooms that you use)?

## 18) Do you have to share the kitchen, bathroom or toilet with people not listed on your application? Yes No

If yes, state how many:

## 19) Are you currently living in a:

- house
- purpose built flat
- flat in a converted house
- hostel

Other (please state): \_\_\_\_\_

## 20) Are there any reasons why you have to leave your current home? Yes No

If yes, state why:

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Date you have to leave:

# Your wishes

See note 3 in the leaflet 'How to complete your housing application' - the booklet also contains a map of the borough to help you decide.

21) Tick all your choices of location in the table below.

## Locations

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Bankfoot (in Downham)       | <input type="checkbox"/> Grove Park                    | <input type="checkbox"/> Pepys (in Deptford)       |
| <input type="checkbox"/> Bellingham                  | <input type="checkbox"/> Honor Oak                     | <input type="checkbox"/> Rushey Green              |
| <input type="checkbox"/> Brockley                    | <input type="checkbox"/> Home Park (in Lower Sydenham) | <input type="checkbox"/> Sydenham                  |
| <input type="checkbox"/> Evelyn (in Deptford)        | <input type="checkbox"/> John Henry (in Downham)       | <input type="checkbox"/> Woodpecker (in New Cross) |
| <input type="checkbox"/> Forest Hill                 | <input type="checkbox"/> Kender (in New Cross)         |  |
| <input type="checkbox"/> Giffin Street (in Deptford) | <input type="checkbox"/> Lee Green                     |  |

22) Tick all your choices of property type in the table below.

## Property types

- |  |  |
|--|--|
| <input type="checkbox"/> Purpose built flat              | <input type="checkbox"/> Purpose built maisonette            |
| <input type="checkbox"/> Flat in a converted house       | <input type="checkbox"/> House (family-size)                 |
| <input type="checkbox"/> Maisonette in a converted house | <input type="checkbox"/> Bungalow (usually for older people) |

23) If you are 60 or over, would you like to be considered for sheltered housing?  Yes  No

See note 4 in the leaflet 'How to complete your housing application'.

24) If you are 55 or over, would you like to be considered for other housing designated for older people?  Yes  No

See note 4 in the leaflet 'How to complete your housing application'.

25) Do you want to be considered for housing association property?

- Yes  No

See note 5 in the leaflet 'How to complete your housing application'.

26) Do you want to be considered for a housing cooperative property?

- Yes  No

See note 6 in the leaflet 'How to complete your housing application'.

27) If the opportunity arises, do you want to be considered for property in:

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| Bexley?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Bromley?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Greenwich (outside the Thamesmead area)?                    | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Greenwich (Thamesmead area, but not the Thamesmead estate)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Southwark?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

See note 7 in the leaflet 'How to complete your housing application'.

# Your declaration

All applicants must read and sign the declaration below.

See note 8 and note 9 in the leaflet 'How to complete your housing application'.

1) I/We confirm that the above information is correct to the best of my/our knowledge, and that it is a criminal offence to attempt to obtain housing assistance from the Council by knowingly or recklessly making false statements, or by knowingly withholding information requested by the Council.

2) I/We understand that if there is a change in my/our circumstances, I/we must tell the Council of the change in circumstances as soon as possible, and that if I/we fail to notify the Council I/we may have committed a criminal offence.

3) I/We understand that providing false information, or withholding information on changes in circumstance could result in prosecution, the refusal of my/our application, the withdrawal of offers, and the eviction from any housing accommodation offered.

4) I/We understand that Lewisham Council is entitled to make enquiries about my/our background. I/We authorise any former landlord, local authority, statutory or police authority to disclose any relevant information. This may include information about previous tenancies or criminal convictions.

5) I/We understand that Lewisham Council will retain relevant information given by me/us relating to my/our housing application on Lewisham Council's current housing list. By signing this form, I am/we are consenting to the use of the information under the terms of the Data Protection Act 1998 (see details on page 2).

Signed (applicant):

Date:

Signed (joint applicant):

Date:

Once you have completed this form, see note 10 in the leaflet 'How to complete your housing application' for details of where to send it.

Please fill in your full name, address and postcode below if you would like proof that we have received your housing application form.

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We have received your housing application form on:

Date stamp:

## Medical Form

Use this form only if you (or someone living with you full-time) have an illness for which they are **CURRENTLY** receiving treatment and which you feel is **CAUSED** or **AGGRAVATED** by your accommodation.

Remember that **THE MEDICAL ADVISOR'S RECOMMENDATIONS MAY RESTRICT THE TYPE OF PROPERTY THAT CAN BE OFFERED**

After you have filled in this form, send it to the **Medical Advisor**,  
**3 Rosenthal Road, Catford, London SE6 2BX.**

### 1. THE HOUSEHOLDER

NAME: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_ Phone No: \_\_\_\_\_

Are you a Lewisham Council tenant? \_\_\_\_\_ YES/NO  
When did you move to your present address? \_\_\_\_\_

### 2. THE HOUSEHOLD (Who have asked to be rehoused with you?)

Surname	Forenames	Relationship to you	Date of Birth

### 3. THE PERSON WITH THE ILLNESS

NAME: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

- a) What illness, injury or medical condition does this person have? \_\_\_\_\_
- b) What treatment are they CURRENTLY receiving for it? \_\_\_\_\_
- c) How often do they see their doctor about it? \_\_\_\_\_
- d) Why do you feel your present home aggravates it? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

#### 4. YOUR HOME

a) Are there stairs/steps inside your home? YES/NO

How many? \_\_\_\_\_

b) Are there steps up to your front door? YES/NO

How many? \_\_\_\_\_

c) How many rooms are there in your present accommodation?

Bedrooms	Living Rooms	Kitchen	Bathroom	WC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

d) Which, if any, do you share? \_\_\_\_\_

e) Do you live in a house? YES/NO

If not: What floor is your front door on?

Is there a lift you can use? YES/NO

f) What heating do you have? \_\_\_\_\_

#### 5. What other reasons do you have, if any, for wanting to move?

\_\_\_\_\_

There are very few medical conditions which make certain types of property essential, but if you think that any offer should be of a certain type because of medical reasons (centrally heated, with a lift, with a garden, etc.) give details:

\_\_\_\_\_

The Medical Advisor will decide whether this is medically essential. If it is not, then an offer without these features will be considered reasonable.

#### 6. YOUR DOCTOR

Please give the name and address of your doctor or hospital consultant. The Council's Medical Advisor may need to contact them. **You do not need to ask them for a letter. The Council will not pay any charge made to you.**

Doctor: \_\_\_\_\_

Surgery Address: \_\_\_\_\_

Consultant: \_\_\_\_\_

Hospital: \_\_\_\_\_

***I give permission for the Council's Medical Adviser to contact the above doctors for further information about my health problem/disability. I understand that the information given can also be made available to any Council Officer requiring sight of my medical reports and that all information in my housing medical file may if necessary be disclosed in any court proceedings to assist me/us in resolving my/our housing situation.***

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_