

# Thurrock Council

## Housing application – downsizing

We offer advantages and opportunities to our tenants who would like to 'downsize' from their current property to a smaller property. Find out more at [thurrock.gov.uk/downsize](http://thurrock.gov.uk/downsize)

We will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud. To find out more, go to [thurrock.gov.uk/privacy](http://thurrock.gov.uk/privacy). Get free internet access at libraries and community hubs.

Post form to: Housing Options, Thurrock Council, Civic Offices, New Road, Grays, RM17 6SL

Email form to: [housing.reg@thurrock.gov.uk](mailto:housing.reg@thurrock.gov.uk)

### Tenant details

Name of tenant(s):	
Current address, including postcode:	
Home phone number:	
Mobile phone number:	
Email address:	

### Household details

Name	Date of birth	Relationship to tenant
		Tenant

### Your current property

Type of property: ☐ house ☐ bungalow ☐ maisonette ☐ flat ☐ bedsit or studio

Number of bedrooms: \_\_\_\_\_

If your property has any adaptations, please tell us what they are:

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### The type of property to which you would like to move

Type of property: ☐ house ☐ bungalow ☐ maisonette ☐ flat ☐ bedsit or studio

Number of bedrooms: \_\_\_\_\_ (this should be fewer than your current property)

## Help you may need

Do you need help to bid for properties?: ☐ yes ☐ no

Please give details of services, if any, currently supporting you – for example, floating support or social care:

Please give details if you would like us to talk to somebody else about this application:

## Declaration

I/we declare that the information given on this application is correct. I/we am/are interested in downsizing from my/our current council-owned property and would like to claim a financial incentive. I understand that any arrears that I/we owe or other costs incurred by the council on my instruction will be deducted from any incentive payments made, and that a financial incentive will not be given if my level of arrears is more than the amount of financial incentive to which I would be entitled. I also agree not to create overcrowding intentionally in my new property.

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Joint tenant: \_\_\_\_\_ Date: \_\_\_\_\_

## For office use only

Transfer application number:	State of rent account at date of application:
Date family size verified:	Date applicant advised in writing of any Housing Benefit implications of downsizing to properties larger than bedroom standard:
<b>Details of property to which tenant is transferring</b>	
Address and postcode:	Number of bedrooms: Tenancy start date:
<b>If applicant is ineligible for financial incentive</b>	
Reason applicant is ineligible:	Date applicant advised in writing:
<b>If applicant is eligible for financial assistance (separate form for vulnerable tenants)</b>	
Arrears to be deducted at that date:	Total payment to be made:

Lettings manager signature: \_\_\_\_\_ Date: \_\_\_\_\_