

Housing Declaration & Consent form

I/We declare that all information given is true.

I/We understand that any misleading or false statements may result in the cancelling of any applications made.

If I/We have already been re-housed by the Council then I/We may be liable to possession proceedings and could lose that home.

I/We understand that to give false information, or withhold information, is an offence and that a person found guilty of an offence may be fined up to £5,000.

I/We grant Castle Point Borough Council permission to make any enquiries needed to confirm the information given on this form, (including Experian check of addresses.)

I/We accept that the information given may be stored and processed by computer. It may be checked with other data held by the Council and may be disclosed for other purposes under the control of the Council in line with the data protection register entry (Data Protection Act 1998.)

The General Data Protection Regulations are due to come into force in May 2018. These regulations set out what to expect when Castle Point Borough Council collects personal information on you. You can view information on your rights and how the Council processes your personal data by viewing the Privacy Notices on our website at www.castlepoint.gov.uk/info-governance or contact us to receive a hard copy of the information.

I/We agree to inform the Council, in writing, of any changes in my/our circumstances. Failure to do so may result in my/our application being cancelled.

I/We hereby authorise Castle Point Borough Council to have access to my/our records so that they may make enquiries into my application for accommodation, including amongst other issues, access to my address history and any medical details. This authorisation also extends to any other person included within my application. This may include access to my records under any of the following:

- Section 184 Housing Act 1996 as amended
- Data Protection Act 1998
- Section 166 Housing Act 1996
- Information relating to claims for Housing Benefit (General) Regulations 1987

I/We hereby authorise Castle Point Borough Council permission to share my information with the Department of Local Government & Communities via the H-CLIC

I/We hereby agree to all parts of the Castle Point Borough Council Housing Declaration & Consent form.

Applicant	
Name	
Date of Birth	
Address	
Signature	
Date	

Partner	
Name	
Date of Birth	
Address	
Signature	
Date	

Authorisation to discuss with a 3rd party.

If you would like us to be able to discuss your application with a 3rd party (family / friend / support worker etc.) please give details below:	
Name	
Relationship to you	
Contact details	