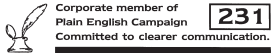


# Housing application Change of circumstances form

Please return to: Berneslai Homes, Housing Assessment Team,  
PO Box 927, Barnsley S70 9FZ or any Barnsley Connects Office.



A fresh approach to people, homes and communities



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You should use this form to tell us about any change in your circumstances.

<b>Main applicant (you)</b>	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms
Surname: <input type="text"/>	First name: <input type="text"/>			
Date of birth: <input type="text"/> / <input type="text"/> / <input type="text"/>	National Insurance number: <input type="text"/>			

<b>Joint applicant - someone applying with you</b>	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms
(only fill in these details if they were a joint applicant on the original form)				
Surname: <input type="text"/>	First name: <input type="text"/>			
Date of birth: <input type="text"/> / <input type="text"/> / <input type="text"/>	National Insurance number: <input type="text"/>			

Please tell us about all the changes in your circumstances, tick the relevant boxes and then fill in the relevant section or sections.

- Section 1 – Change of address
- Section 2 – Adding a joint applicant
- Section 3 – Adding or removing other people (for example, a new baby)
- Section 4 – Changing your name
- Section 5 – Changing the type of property you want
- Section 6 – Changing the area you want to live in
- Section 7 – Any other changes
- Section 8 – Signature page

You must fill in this section. If you don't, we will send it back to you.

## Section 1 – Change of address

### Current address

Address and postcode:

Phone numbers

Home:

Mobile:

E-mail address:

What date did you move  
to this address?

### Previous address

Address and postcode:

### At your current address are you one of the following?

Tenant  Owner  Lodger  Other (please say)

### If you live in rented accommodation, please give your landlord's details.

Landlord's name:

Address and postcode:

Phone number:

### Have you been given notice to quit by your landlord?

Yes  No

(A notice to quit is a letter from your landlord telling you your tenancy is going to end.)

If 'Yes', what date do you have to leave?

/ /

### What type of property do you live in?

House  Bungalow  Ground-floor flat  Upper flat  Maisonette  
 Bedsit  Hostel  Prison  Hospital  No fixed address

### How many bedrooms are there in the property?

Bedsit  1  2  3  4

**What type of heating do you have?**

Gas       Electric       Solid fuel (coal or coke)       District (heat from a central boiler)

**Please give details of everyone living at your address.**

Full name	Date of birth	Sex	Relationship to you	Is this person moving with you
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No

**Is any member of your household pregnant?**       Yes     No

If 'Yes', who is pregnant and what date is the baby due?     

You will need to give us proof of the due date, for example the booklet your midwife gives you.

**Section 2 – Adding a joint applicant**

**Name of the person you want to be added**

Mr     Mrs     Miss     Ms

Surname:       First name:

Date of birth:       National Insurance number:

Address and postcode:

Phone numbers  
Home:       Mobile:

E-mail address:

What date did you move to this address?

**At this address are they one of the following?**

Tenant     Owner     Lodger

**Please give all their addresses for the last five years**

Also, please give details of any council or housing-association tenancy they have ever had.

Address	Dates moved in and out	Were they a: • lodger? • tenant? • owner?	Names and addresses of landlords or building society	Reason for leaving
	/ /			
	/ /			
	/ /			
	/ /			

**Criminal or antisocial behaviour**

We can refuse to give you access to the housing register if you or a member of your household have been involved in criminal or antisocial behaviour.

If you want us to consider the joint applicant, you must say whether they have been involved in or convicted of any of the following activities.

	Yes	No
Using or possessing drugs	<input type="checkbox"/>	<input type="checkbox"/>
Supplying drugs	<input type="checkbox"/>	<input type="checkbox"/>
Theft or damage to our property or other property owned by a landlord	<input type="checkbox"/>	<input type="checkbox"/>
Burglary	<input type="checkbox"/>	<input type="checkbox"/>
Racial Harassment	<input type="checkbox"/>	<input type="checkbox"/>
Sexual harassment or sexual discrimination	<input type="checkbox"/>	<input type="checkbox"/>
Assault (verbal or physical)	<input type="checkbox"/>	<input type="checkbox"/>
Intimidating or harassing neighbours, other residents or our employees	<input type="checkbox"/>	<input type="checkbox"/>
Evicted for not paying rent to the council, housing association or other landlord	<input type="checkbox"/>	<input type="checkbox"/>
Evicted by the council, housing association or other landlord for making noise or causing nuisance.	<input type="checkbox"/>	<input type="checkbox"/>
Antisocial behaviour order (ASBO)	<input type="checkbox"/>	<input type="checkbox"/>
Any other convictions (not including minor traffic offences)	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered 'Yes', give details of all the convictions.

Conviction	Date of the conviction	The court they were convicted at	Length of the sentence
	/ /		
	/ /		
	/ /		
	/ /		
	/ /		

### Section 3 – Adding or removing other people

#### Adding people (for example, a new baby)

Full name	Date of birth	Sex	Relationship to you	Is this person moving with you?
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No
	/ /			<input type="checkbox"/> Yes <input type="checkbox"/> No

#### Removing people (for example, brothers or sisters moving out)

Full name	Date of birth	Sex	Relationship to you
	/ /		
	/ /		
	/ /		
	/ /		
	/ /		

## Section 4 – Changing your name

<b>New name</b>	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms
Surname: <input type="text"/>	First name: <input type="text"/>			
<b>Previous name</b>	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms
Surname: <input type="text"/>	First name: <input type="text"/>			
<b>Reason for change</b>				
<input type="checkbox"/> Marriage	<input type="checkbox"/> Changed to maiden name	<input type="checkbox"/> Changed by deed poll (please provide a copy of the documents)		
<input type="checkbox"/> Other (please give details)	<input type="text"/>			

## Section 5 – Changing the type of property you want

**What type of property do you want?**

<input type="checkbox"/> House	<input type="checkbox"/> Bungalow	<input type="checkbox"/> Upper-floor flat	<input type="checkbox"/> Upper-floor flat (with lift)
<input type="checkbox"/> Ground-floor flat	<input type="checkbox"/> Maisonette	<input type="checkbox"/> Bedsit	<input type="checkbox"/> Extra care

(Extra care accommodation is only for people who have or need support to help them to live independently.)

**How many bedrooms do you want?**

<input type="checkbox"/> Bedsit	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
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**What type of heating do you want?**

<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Solid fuel (coal or coke)	<input type="checkbox"/> District (heat from a central boiler)
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## Section 6 – Changing the area you want to live in

Please choose as many areas you want. Choosing these areas will not stop you applying for other properties that we advertise.

**Area 1**

<input type="checkbox"/> Athersley North	<input type="checkbox"/> Athersley South	<input type="checkbox"/> Burton Grange	<input type="checkbox"/> Carlton
<input type="checkbox"/> Cundy Cross	<input type="checkbox"/> Lundwood	<input type="checkbox"/> Monk Bretton	<input type="checkbox"/> New Lodge
<input type="checkbox"/> Royston	<input type="checkbox"/> Smithies		

**Area 2**

<input type="checkbox"/> Brierley	<input type="checkbox"/> Cudworth	<input type="checkbox"/> Great Houghton	<input type="checkbox"/> Grimethorpe
<input type="checkbox"/> Shafton	<input type="checkbox"/> West Green		

**Area 3**

<input type="checkbox"/> Broadway	<input type="checkbox"/> Gawber	<input type="checkbox"/> Honeywell	<input type="checkbox"/> Kingstone
<input type="checkbox"/> Town Centre	<input type="checkbox"/> Wilthorpe	<input type="checkbox"/> Worsbrough Common	

**Area 4**

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Barugh Green         | <input type="checkbox"/> Carlecoates           | <input type="checkbox"/> Cawthorne     | <input type="checkbox"/> Crane Moor       |
| <input type="checkbox"/> Crow Edge            | <input type="checkbox"/> Cubley                | <input type="checkbox"/> Darton        | <input type="checkbox"/> Dodworth         |
| <input type="checkbox"/> Dunford Bridge       | <input type="checkbox"/> Gilroyd               | <input type="checkbox"/> Green Moor    | <input type="checkbox"/> High Hoyland     |
| <input type="checkbox"/> Hood Green           | <input type="checkbox"/> Hoylandswaine         | <input type="checkbox"/> Ingbirchworth | <input type="checkbox"/> Kexborough       |
| <input type="checkbox"/> Mapplewell           | <input type="checkbox"/> Millhouse Green       | <input type="checkbox"/> Oxspring      | <input type="checkbox"/> Penistone        |
| <input type="checkbox"/> Pilley or Tankersley | <input type="checkbox"/> Redbrook              | <input type="checkbox"/> Silkstone     | <input type="checkbox"/> Silkstone Common |
| <input type="checkbox"/> Staincross           | <input type="checkbox"/> Thurgoland or Wortley | <input type="checkbox"/> Thurlstone    |   |

**Area 5**

- |   |                                     |                                   |                                    |
|---|-------------------------------------|-----------------------------------|------------------------------------|
| <input type="checkbox"/> Bolton on Dearne | <input type="checkbox"/> Goldthorpe | <input type="checkbox"/> Highgate | <input type="checkbox"/> Thurnscoe |
|---|-------------------------------------|-----------------------------------|------------------------------------|

**Area 6**

- |  |  |                                    |                                     |
|--|--|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Ardsley           | <input type="checkbox"/> Kendray         | <input type="checkbox"/> Stairfoot | <input type="checkbox"/> Ward Green |
| <input type="checkbox"/> Worsbrough Bridge | <input type="checkbox"/> Worsbrough Dale |                                    |                                     |

**Area 7**

- |                                     |                                   |  |                                   |
|-------------------------------------|-----------------------------------|--|-----------------------------------|
| <input type="checkbox"/> Billingley | <input type="checkbox"/> Darfield | <input type="checkbox"/> Little Houghton | <input type="checkbox"/> Wombwell |
|-------------------------------------|-----------------------------------|--|-----------------------------------|

**Area 8**

- |                                   |   |                                  |  |
|-----------------------------------|---|----------------------------------|--|
| <input type="checkbox"/> Birdwell | <input type="checkbox"/> Blacker Hill   | <input type="checkbox"/> Elsecar | <input type="checkbox"/> Hemingfield   |
| <input type="checkbox"/> Hoyland  | <input type="checkbox"/> Hoyland Common | <input type="checkbox"/> Jump    | <input type="checkbox"/> Platts Common |

**Section 7 – Any other changes**

Please tell us about any other changes in your circumstances in this box.

**Section 8 – Signature**

If you are adding someone to your application, they should only sign this form if you want them to be a joint tenant with you. If a tenancy is given, they will have equal rights in that tenancy.

**Main applicant (you)**

Signature:  Full name:  Date:  /  /

**Joint applicant (someone applying with you)**

Signature:  Full name:  Date:  /  /

If you need help filling in this form, please ask one of our staff or phone  
Customer Services on 01226 772720.

আপনার যদি এই তথ্য বোঝার জন্য সাহায্যের প্রয়োজন হয়, তবে  
অনুগ্রহ করে আমাদের কোন একজন স্টাফকে জিজ্ঞাসা করুন,  
অথবা গ্রাহক পরিসেবায়া যোগাযোগ করুন,  
টেলিফোন 01226 772720

अगर आप इस जानकारी को समझने में सहायता चाहते  
हैं तो कृपया हमारे किसी कर्मचारी से पूछें, या उपभोक्ता  
सेवा, टेलीफोन 01226 772720 पर संपर्क करें

Jeśli nie rozumieją Państwo tych informacji i  
potrzebują pomocy, mogą Państwo poprosić o  
pomoc kogoś z naszych pracowników lub  
zadzwońić pod numer telefonu:  
01226 772720 (Biuro Obsługi Klienta)

Если вам требуется помощь в понимании этой  
информации, обратитесь к нашим сотрудникам  
или позвоните в Отдел обслуживания  
клиентов по телефону 01226 772720.

اگر برای درک این مطالب نیاز به کمک دارید، از یکی از  
کارکنان ما کمک بخواهید، یا با بخش خدمات رسانی به  
مشتریان ما تماس بگیرید، شماره تلفن 01226 772720

اگر آپ کو ان معلومات کو سمجھنے کے لئے مدد کی  
ضرورت ہے، تو براہ مہربانی ہمارے عملے کے کسی رکن  
کو پوچھیں، یا کسٹمر سروسز سے رابطہ کریں، ٹیلیفون  
01226 772720

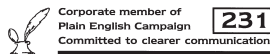
اذا كنت بحاجة للاستفسار عن هذه المعلومات، رجاء اطلب  
المساعدة من احد الموظفين او اتصل بخدمات الزبائن على الرقم  
01226772720

如果您需要协助，以便更好地了解该信息，  
请与我们的员工联系，或致电客户服务：  
01226 772720。



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