



Thank you for your interest in applying to Calvay Housing.

Please find enclosed the following:

- Housing application form
- Equality Monitoring Form
- Fair processing notice
- Summary of our allocations policy

This table details what evidence is required to be submitted with your application:

CIRCUMSTANCE	PROOF REQUIRED
All applicants	Proof of current address x 2
All household members	Proof of current address x 1
Residency/asylum status/ visa	Proof of residency – bank statement, driving licence, tenancy agreement, Home Office letter
Homeless or threatened with homeless	Assessment outcome letter form Glasgow City Council
In need of rehousing as health affected by current housing circumstances	Medical assessment form. Relevant medical documentation from a health professional, full information from applicant
Access arrangements	Letter from child's other parent or lawyer
Household member temporarily living away from home e.g. armed forces	Letter from this individual confirming they wish to be considered as part of the household
Experiencing harassment	Corroborating evidence from police, social work etc.
Pregnancy	MAT B1 from or similar
Owner occupiers	Proof of intent to sell property

Failure to provide the necessary evidence can result in:

- Being awarded zero housing points
- Being awarded less points than you are entitled to
- A delay in your application being made live

**HOMELESS - WE DO NOT PROVIDE EMERGENCY ACCOMODATION**

If you require emergency accommodation you must contact Glasgow City Council's homeless team on 0141 287 0555 and 0800 838 502 (out of hours). You can find further information at [www.glasgow.gov.uk](http://www.glasgow.gov.uk).

## OUR STOCK

We manage a total of 868 properties (15 of which are Shared Ownership). Last year we re-let 60 properties. This amounts to just 7.% of total stock. Below is a breakdown of our stock and lets.

House size	Calvay Stock	Lets 23/24
1apts	42	7
2apts	155	16
3apts	393	24
4 apts	217	11
5 + apts	61	2
<b>Total</b>	<b>868</b>	<b>60</b>

As you can see, we have a relatively low turnover of stock, less than 10%. There is no guarantee that you will receive any offer from us. We strongly recommend that you register with as many housing associations as possible, contact details are over leaf.

## RENT DETAILS

House size	Average Weekly Rent	Average Monthly Rent
1apts	£60.26	£261.14
2apts	£81.13	£351.57
3apts	£86.24	£373.72
4 apts	£90.81	£393.52
5 + apts	£97.47	£422.35

**YOU WILL BE REQUIRED TO PAY ONE MONTHS RENT ON THE DAY YOU SIGN YOUR MISSIVES. THIS IS IN LINE WITH THE TENANCY AGREEMENT, WHICH REQUIRES YOU TO ALWAYS BE ONE MONTH IN ADVANCE.**

## APPLICATION PROCESS

On receipt of your completed housing application (along with all relevant proofs) we will assess your application for housing need.

If we consider that you have a housing need we will award the appropriate points.

We will seek a reference from your current or most recent landlord, in addition to any other supporting information we require.

Your application will be made live meaning you will be considered for offers of housing.

**At this stage you do not need to contact us unless your circumstances or your contact details have changed.**