

Purchase of your home

Thank you for your recent enquiry about purchasing your home.

Buying your home is a big decision. **Before applying** we strongly recommend you seek independent financial advice to find out whether you would be able to obtain a mortgage and to avoid possible disappointment later.

You will also need to think about the costs of homeownership - not only the costs of purchasing your home such as solicitor, survey and mortgage fees but also the long term costs of running your home. As a homeowner you will have additional costs you currently do not have as a tenant such as a mortgage, insurance, repairs and maintenance. You must ensure you can afford these additional outgoings. A good starting point is to work out a monthly budget.

To purchase your property under the right to acquire:

- You must have been a public sector tenant for at least three years
- You are not an undischarged bankrupt or have a bankruptcy petition pending against you
- A court must not have ordered you to leave your home
- Your property must have been bought or developed by Bromford on or after 1 April 1997 and funded through a social housing grant or transferred from a Council to Bromford after 31 March 1997
- Your property may not be sheltered accommodation or other housing suitable for elderly or disabled people
- Your property may not be in a rural area (usually where there are fewer than 3000 properties)
- Your home must not be due for demolition

If you have the Right to Acquire you will be entitled to a discount on the property valuation. Currently the discount is restricted to between **£9,000** and **£16,000** depending on the area you live in.

The web link <https://www.gov.uk/right-to-acquire-buying-housing-association-home> gives more information about the Right to Acquire legislation and the discount available in your area. You can also get an idea of the value of your property by looking locally to see how much similar properties are selling for.

If you decide to go ahead with the application, please complete a Right to Acquire application form and send this to us with evidence of any former tenancies not held with us.

Please be aware door-to-door sales people may charge for advising you about the Right to Acquire whereas we offer the service for free.

Please do not hesitate to contact us if you would like some more information before deciding to proceed with an application.

Step by Step guide to purchasing the home you rent from Bromford Right to Acquire

Step 1	<p>Complete and return:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Right to Acquire Application form <input type="checkbox"/> Written evidence of any other public sector tenancies you have held with other landlords <input type="checkbox"/> A Right to Acquire Confirmation form
Step 2	<p>We will consider your eligibility for the Right to Acquire scheme. We will check:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The length of public sector tenancies you have held. These do not all need to have been with Bromford Housing. <input type="checkbox"/> The type of tenancy agreement you have <input type="checkbox"/> Whether your property is in a rural area. Some properties in rural parts of the country do not qualify for the scheme <input type="checkbox"/> If the property you live in was built/purchased with Social Housing Grant after 1 April 1997 <input type="checkbox"/> Whether you live in a house or flat which is a self contained property, which has not been adapted or designated for a particular client group <input type="checkbox"/> You are not eligible for Preserved Right to Buy
Step 3	<p>We will write to you within 4 weeks of receiving your application form to let you know if you are eligible to buy</p>
Step 4	<p>If you are eligible we will arrange and pay for an open market valuation of the property and calculate the discount you are entitled to. This is a fixed amount based on the local authority area in which you live</p>
Step 5	<p>We will provide you with an offer notice. The offer notice includes confirms much it will cost to purchase the property, the property value and discount and details of any service charges you may have to pay. If there are no service charges to pay we will send this to you in the post.</p> <p>This will be sent to you within 8 weeks of our notice confirming you were eligible to purchase the property if you are buying a house and within 12 weeks if you are buying a flat</p>
Step 6	<p>If you then decide to go ahead you will need to instruct a solicitor and you will need to complete the purchase within 3 months of the offer notice being sent</p>

Right to Acquire Confirmation

Please return this form with your Right to Buy application form to E mail:
ehst@bromford.co.uk or Existing Homes Sales Team, Bromford, 1 Exchange Court, Brabourne Avenue, Wolverhampton Business Park, Wolverhampton, WV10 6AU

Confirmation Form *This form applies to all applicants*

Your Name	
Your Address	

I/ WE CAN CONFIRM THAT

	YES	NO
I have previously applied for the Right to Buy/ Acquire with my current landlord and been refused What was the reason for refusal?.....		
I am an undischarged bankrupt or have a bankruptcy petition pending against me		
I am subject to a formal creditors agreement made under the Insolvency Acts		
I have made a compromise or an arrangement with creditors following bankruptcy and a copy is enclosed		
If you have held previous public sector tenancies you will need to send proof of tenancy from all your previous landlords. This can either be a letter from your previous landlord or copies of your previous tenancy agreements		

Data Protection

How information about you may be used

Information provided to us will be held electronically and will be used by Bromford for the purposes specified below and within accordance with the General Data Protection Regulation 2018 (GDPR) and DPA 2018.

By signing this form you are consenting to Bromford requesting and holding on file, references for all members of your household which we feel are necessary to assess your application to purchase your property. These references include, but are not limited to, references from:

- Your previous landlords; including social housing providers, private landlords and local authorities
- Your mortgage lender
- Credit Reference Agencies
- Land registry searches

If you want to know more about this and more about how we use and share your information you can view our [Privacy Notice on our Website](#).

Signed – 1st applicant	
Date	
Signed – 2nd applicant	
Date	
Signed – 3rd applicant	
Date	
Signed - 4th applicant	
Date	
Signed – 5th applicant	