



Application Form – Help to Buy (Scotland)

Affordable New Build Scheme

PART 1

Named applicant 1	
Current property address	
Date of birth	
Contact telephone number	
Email address	

Named applicant 2	
Current property address	
Date of birth	
Contact telephone number	
Email address	

Please confirm if applicant 1 or 2 currently own a residential home

YES NO

If YES, please provide address of the property:

Development/site name	
Plot Number (or address is known)	
Name of house builder or developer	
Full purchase price	£
Buyer's mortgage amount (i.e. maximum amount to be obtained by applicant)	£
Applicant's cash contribution	£
Contribution required from Help to Buy (Scotland) Affordable New Build Scheme	£
Expected purchase completion date	
Number of adults to live in the property	
Number of children to live in the property	

NB Those of [18] years of age at the date of [those below [18] years old at the date of [

] are adults and] are children.

Independent Financial Adviser details:

Solicitors details:

The applicant confirms to the Administering Agent that the above details are accurate and are agreed between the applicant and the home builder or developer.

PART 2

Financial Details

Income – Applicant 1

Basic employment income (annual, gross)	£
Overtime, bonuses and commissions	£

Income – Applicant 2

Basic employment income (annual, gross)	£
Overtime, bonuses and commissions	£

Additional household income (monthly) - to cover all applicants if more than one

Working tax credits	£
Child tax credits	£
Child benefit	£
Disability allowance	£
Guaranteed maintenance income	£
Other income	£

Debt (to cover all applicants if more than one)

Monthly loan/HP payments	£
Outstanding credit card balances	£

Household net income (monthly) - to cover all applicants if more than one

Net Monthly Income	£
PLUS any Additional Housing Income	£
LESS any Debts	£
TOTAL NET MONTHLY INCOME	£

PART 4

I/We acknowledge and explicitly give my/our consent to the Scottish Government and the Administering Agent processing my/our personal data contained within this form, including any Sensitive Personal Data (as defined in the Data Protection Act 1998) for the purposes of the operation of the Help to Buy (Scotland) Affordable New Build Scheme, in particular, in connection with the processing of my/our application and to assess my/our eligibility to participate in the Help to Buy (Scotland) Affordable New Build Scheme.

I/We also acknowledge and explicitly give my/our consent to my/our personal data and sensitive personal data being processed for the purposes of the monitoring, record keeping, evaluation of or any reporting associated with the Help to Buy (Scotland) Affordable New Build Scheme by or on behalf of Scottish Government and in the event of any transfer of the Scottish Government's interest in the Help to Buy (Scotland) Affordable New Build Scheme.

I/We acknowledge that use may be made of such data in order to make checks with credit rating agencies to authenticate and verify my/our identity, determine my/our financial eligibility to participate in the Help to Buy (Scotland) Affordable New Build Scheme and credit status; taking up references and sharing this information with other organisations that handle public funds; and passing information to a participating home builder from whom I/we may be seeking to purchase a house, my/our own solicitors and to my/our independent financial adviser(s).

I/We confirm that the information provided in this application form is to the best of my/our knowledge correct and accurate in all respects.

I/We understand that the Administering Agent and the Scottish Government reserve the right to withdraw from any agreement with me/us in the event that the information provided proves to have been false or misleading and that it is a criminal offence to knowingly or recklessly make a false declaration or withhold information reasonably required in connection with the application.

I/We hereby authorise the Administering Agent to release any information about my/our current financial situation to my/our independent financial advisor or a representative of the Scottish Government as outlined in this Part 4 which you might need in connection with my/our application to purchase a home under the Help to Buy (Scotland) Affordable New Build Scheme.

Signatory 1: Print name (including Mr/Mrs/Ms/Miss):

Signature 1: _____

Date: _____

Signatory 2: Print name (including Mr/Mrs/Ms/Miss):

Signature 2: _____

Date: _____

All applicants must sign this form **twice** – once here and once in the next section. The signature in the next section allows us to request information from the lender that has offered you a mortgage.

We may contact you after we have received the application form to ask you to sign letters giving us permission to contact other organisations mentioned in this form.

PART 5

I/ We hereby authorise (*enter below the name and address of the lenders who you have spoken to about obtaining a mortgage*).

Lender 1 Name: Address:

Lender 2 Name: Address:

Lender 3 Name: Address:

to release any information about my/ our current financial situation to the Scottish Government and the Administering Agent which the Scottish Government and the Administering Agent might need in connection with my/ our application to purchase a home through the Help to Buy (Scotland) Affordable New Build Scheme. I/ We also authorise the lenders to release all data relevant to the valuation of any property which may be purchased, including Disclosure of Incentives Form in terms of the Council of Mortgage Lenders' handbook.

Signatory 1: Print name (including Mr/Mrs/Ms/Miss):
 Address:

 Signature 1:
 Date:

Signatory 2: Print name (including Mr/Mrs/Ms/Miss):
 Address:

 Signature 2:
 Date:

Please complete, sign and return this form to:-

**Administrative Agents for the Help to Buy Scheme
Orkney Housing Association Ltd
39a Victoria Street
KIRKWALL
KW15 1DN**