



Data Protection Statement: it is part of the Trustees' responsibilities to ensure that applicants for almshouses are suitably qualified under the terms of the charity's governing document. Trustees, therefore, need to investigate the personal circumstances of applicants. The personal data supplied on this form and other information relating to an almshouse appointment or your care management will be held on file. **Some details may be checked with relevant organisations since the charity reserves the right to investigate and verify what you write in this form**, but no details will be disclosed for any inappropriate purpose. You may have access to your personal information on request.

APPLICATION FORM

SECTION 1—About You

Full Name..... Mr/Mrs/Miss/Ms.....

Address.....

.....

Post code..... Length of time at this address

If less than 5 years at current address please give previous address details.....

.....

Post code..... Length of time at this address

The charity requires a minimum of 5 years address history.

Telephone/mobile No..... Email address.....

Date of Birth..... Age..... Marital Status.....

Employment History: *Please give details of your current occupation (if any) and brief details of your employment history*

.....

.....

.....

Second Applicant (if making joint application)



**CHELTENHAM
ALMSHOUSES & AID**

Full Name..... Mr/Mrs/Miss/Ms.....

Address.....

.....

Post code..... Length of time at this address

If less than 5 years at current address please give previous address details.....

.....

Post code..... Length of time at this address

The charity requires a minimum of 5 years address history.

Telephone/mobile No..... Email address.....

Date of Birth..... Age..... Marital Status.....

Employment History: *Please give details of your current occupation (if any) and brief details of your employment history*

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SECTION 2 – About your family

Next of kin.....

Relationship.....

Address.....

Post code..... Telephone/mobile

SECTION 3 — your present accommodation

Type of Accommodation (*e.g. 3 bedroom house, 2 room flat*):

.....



**CHELTENHAM
ALMSHOUSES & AID**

Do you or your spouse own it? Yes/No

If 'Yes' what is its present estimated market sale value? £.....

Is there is a mortgage outstanding on the property and, if so, how much is outstanding? If there is no mortgage please write **NONE**

.....

Are there any secured loans against the property if yes please give amount if No please write None

.....

.....

If you or your partner own property other than the one in which you live, please give details below. This should include property owned abroad as well as in the UK:

Address.....

.....Post Code

If you do not own the property where you currently live, who does own the property?

.....

Is this person related to you in any way? If **YES** what is the relationship?

.....

If you, or your spouse, have ever owned the property where you currently live, in what circumstances did you cease to be the owner?

.....

.....

If rented, please give name and address of landlord:

.....



**CHELTENHAM
ALMSHOUSES & AID**

.....

Current rent: £.....per week

Do you receive Housing Benefit or other benefits to help towards your housing costs? Yes/No

Do you receive Council Tax discount or reduction? Yes/No

Why do you wish to leave your present accommodation?

.....
.....

What are your intentions regarding your current property if you are appointed to an almshouse?

.....

SECTION 3 —Your Income

To enable the Trustees to assess your application, please provide the following information. This should include details of all sources of income and state how regularly you receive them, e.g. weekly, monthly or annually:

PENSIONS	AMOUNT	FREQUENCY
State Retirement Pension		
Pension paid by a past employer		
Private Pension		
Widows Pension		
Any other Pension		

SOCIAL SECURITY BENEFITS	AMOUNT	FREQUENCY
Housing Benefit		
Attendance Allowance		
Universal Credit Housing allowance		
Universal Credit		
Pension Credit		

OTHER INCOME	AMOUNT	FREQUENCY
Annuities		
Bank Deposit Account		
Building Society Account		
Investments		
Renting Property or land that you own		



**CHEL TENHAM
ALMSHOUSES & AID**

Grants from a charity
Financial assistance from a relative/friend
From a Trust Fund
Any other income - please give details

SECTION 4 —Your Capital

1. Bank accounts	Current Balance
.....	
2. Building Society accounts	Current Balance
.....	
3. Shares	Current Value
.....	
4. National Savings Certificate	Current Value
.....	
5. Unit Trusts	Current Value
.....	
6. Premium Bonds	Current Value
.....	

SECTION 5 —Where would you like to live?

Do you wish to be considered for accommodation at:

1. Jesse Mary Chambers Almshouses, Tennyson Road
2. Sunset Homes, Carlton Street (*ladies only*)
3. Caroline Strickland Homes, Hales Road
4. Hays Cottages, Naunton Lane
5. I would wish to be considered for any of the above

☐
☐
☐
☐
☐



SECTION 6 - Borrowing

Do you have any loans or other debts outstanding? If so, please provide details.

.....

.....

Section 7 - About your Health & Social Factors

Are you able and willing to look after yourself and your accommodation?

.....

Please give details of any significant illnesses, injuries or operations during the last five years.

.....

Are you receiving continuing treatment for any significant illnesses or injuries Yes/No

If yes, please provide details.

.....

Are there any other health and social factors that you would wish the Trustees to take into consideration when assessing your application? Yes/No

If yes, please provide details.

.....

.....

Please list any special aids ie: hand rails, stair lifts etc: that would be necessary for your safety should your application be successful.

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.....



Do you have a conviction which is not spent under the Rehabilitation of Offenders Act 1974? YES / NO

If 'YES', please provide details:

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.....

Section 8 – References

Please give the names and addresses of two responsible people (not relatives) who know you well and whom the charity may approach for a reference. If you are currently renting accommodation, one of the referees should be your current landlord. Please indicate how you know the referees.

1.....	2.....
.....	
.....	
Relationship.....	Relationship.....
Email Address.....	Email Address.....

Section 9 - Declaration

I declare that the information given in this application is correct and complete to the best of my knowledge and belief. I accept that if I am appointed as a resident I shall be a beneficiary of the charity and not a tenant. Any weekly sum I pay will be a maintenance contribution and not rent.

I confirm that I am able to look after myself and my home with the assistance of family and social services if necessary.

Signature.....

Name:.....

(PLEASE PRINT IN CAPITAL LETTERS)

Date:.....

APPLICATION

Circumstances



**CHELTENHAM
ALMSHOUSES & AID**

If your circumstances change, please inform the Cheltenham Almshouses & Aid office. It may be necessary to complete a new application form. Otherwise, you will be contacted each year to ensure that you wish to remain on the waiting list

If you have any difficulty in completing this form the Cheltenham Almshouses & Aid administration office staff will be pleased to assist you – please call 01242 522180.

The completed form should be returned to: Cheltenham Almshouse & Aid, 6 St. George's Street, Cheltenham, Gloucestershire, GL50 4AF