

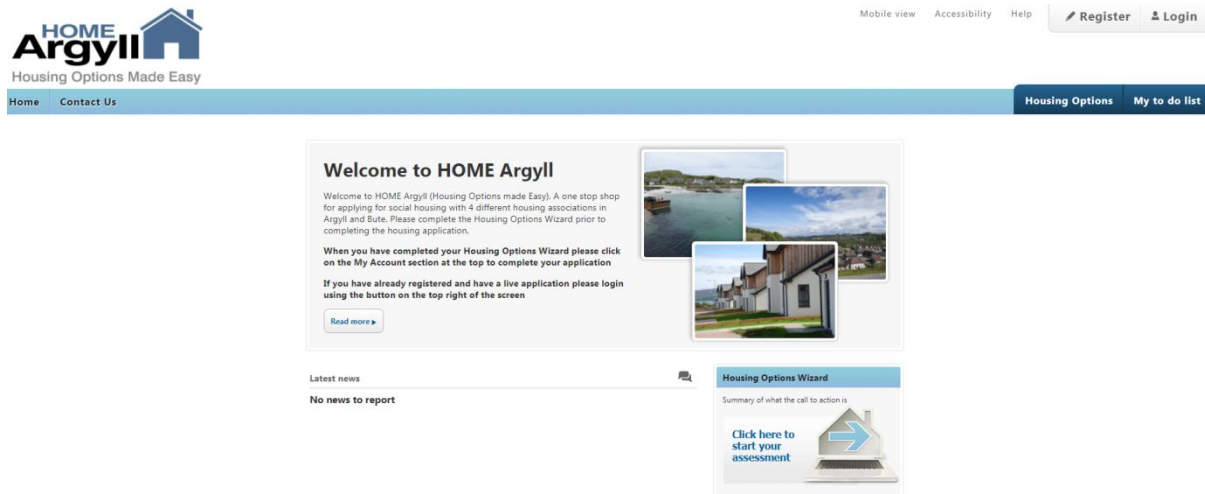
Guidance on Completing the New Online Application Form

1.) Log into the HOME Argyll website – www.homeargyll.co.uk

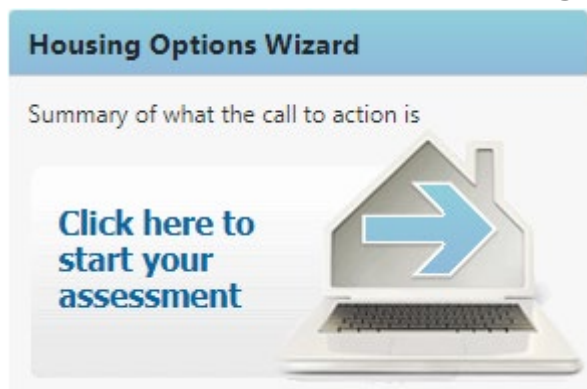
2.) Click on the following link -

[Apply online](#)

3.) The following page will be displayed



4.) To begin the application process you must firstly complete the housing options wizard by clicking on the link at the bottom of the page



5.) Ensure that you go through the 8 stages of this section and fill in as much detail as possible to ensure you receive the correct amount of information.

6.) After you have completed this you can now register with HOME Argyll. Do this by clicking on the link provided in the next steps of the housing options.

Next Steps

Below is a summary of housing options and information services that are likely to be relevant to you. Each option section includes a link to see a more detailed description of the option or service, including why it might be suitable for you. For any sections that you may be interested in please click the "I'm Interested" green box at each section. This will then be added to your Housing Options Plan which you can download using the buttons to the right.

To complete your housing application please click [here](#) to go to your account and follow the steps to apply for social housing


7.) The following page will be displayed when you click on [here](#) above

My Account

**You have not completed the full registration process**
Before you can continue creating applications listed below, you will need to complete the registration process. [Complete Registration](#)

Social housing	Not yet completed
Apply for Social Housing	

Housing Options Wizard	Complete
Application Reference: HO56156-1	
Edit your Housing Option Wizard View your Next Steps	

 [Click here for help on the My Account page](#)

8.) To apply for social housing click on the apply for social housing link.

9.) If not already done you will be asked to register. Complete all parts of this process and the above page will re appear. Click on Apply for social housing and complete all stages

10.) When you get to the end of the application you need to electronically sign in the declaration

Declaration

I/we have completed this form with answers that are true and correct. I/we understand that a tenancy may be terminated, or application suspended, if any answers or statements are found to be false, misleading or deliberately deficient.

I/we consent to information contained within this form being shared between the Housing Associations participating in the HOME Argyll Common Application Form. Information may also be shared with other agencies, such as the Council and the NHS, in order to ensure that my/our housing needs and housing support needs are assessed in accordance with the HOME Argyll common allocation policy.

I/we consent to the Housing Associations making such tenancy, financial, medical, legal and other enquiries deemed necessary to obtain confirmation from previous landlords, employers, mortgage lenders, Social Work agencies, the Police or health professionals, in order to verify information provided in this form.

I/we undertake to notify one of the partner Associations immediately should my/ our circumstances change.

I/we understand that in completing this form we are applying to be admitted to the common housing list. This does not guarantee access to housing, as the number of people seeking housing in Argyll and Bute is larger than the number of houses which become available.

Main Applicant Approval*


**** Please choose **** ▼

Joint Applicant Approval (if applicable)

**** Please choose **** ▼

Date of Approval*

day month year

dd mm yyyy 

11.) You will then be able add any relevant documents

Upload documents

When you submit this form you will also need to provide the following documents:

- Proof of address for both the primary and joint applicant (a bank statement, telephone or utility bill, benefits letter)
- Proof of identity for both the primary and joint applicant (passport, driving license or identity card)

You can either bring copies of these documents to our office, or if you have electronic copies, then you can upload them below - submitting them electronically is fast and easy.

Upload documents

Select one or more files to upload

You can also drag and drop files here

? What types of attachments are accepted?

Previously uploaded documents

12.)When you have uploaded the documents click on

Submit Form ►

at the bottom of the page.

13.) Your application is now submitted and has been sent to one of the partner RSL`s