

## Guide to completing a Homechoice application

Before you start you will need the following information to hand:

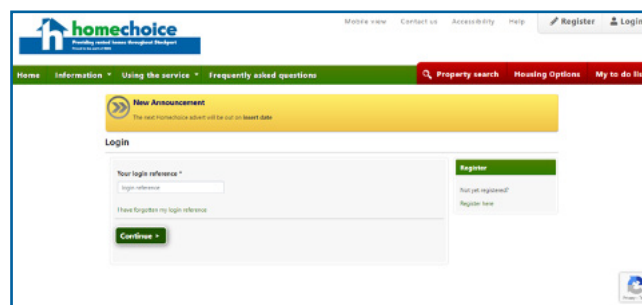
- Details of previous addresses
- Details of finances – income, benefits, savings etc
- Proof of address (bank statement, telephone / utility bill or benefits letter)
- Proof of identity (passport, driving license or identity card)
- Previous Homechoice Application Reference number (if applicable)

**Note: Completing this application form will take around 10-15 minutes.**

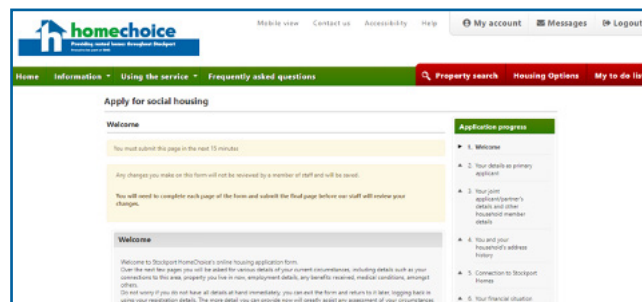
Please follow the steps below:

- 1 Login to the Homechoice website using your login reference, memorable date and password.

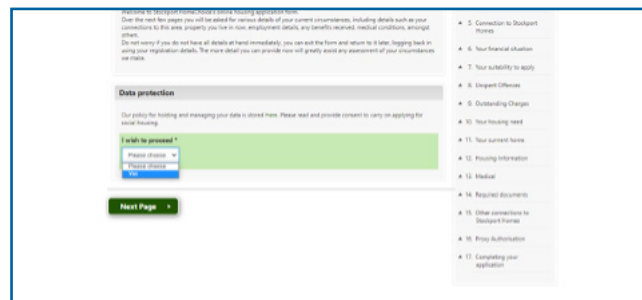
Note: You will need to be registered on the website before you can complete this application, by clicking on 'Register' and following the on-screen instructions.



- 2 In 'My Account' select 'Apply for social housing'.



- 3 Read the welcome information, complete the data protection questions, then click 'next page'.



If you have any issues registering on the Homechoice website or have forgotten your login details, **please email [homechoice@stockporthomes.org](mailto:homechoice@stockporthomes.org)**  
**[www.homechoicestockport.org](http://www.homechoicestockport.org)**

## Guide to completing a Homechoice application

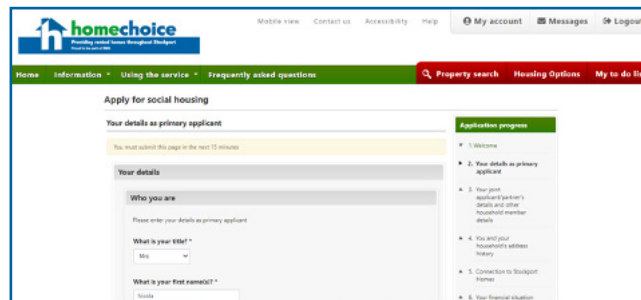
Please follow the steps below:

4

Enter 'your details' including:

- Who you are
- How we can contact you
- More about you
- Equal opportunities
- Current address details (and a correspondence address if applicable)

Then click 'next page'.



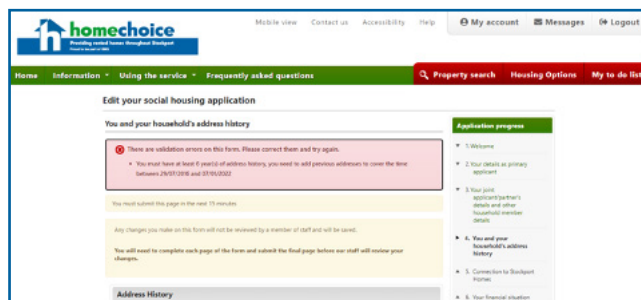
5

Enter your joint applicant / partner's details and other household members' details. Then click 'next page'.

6

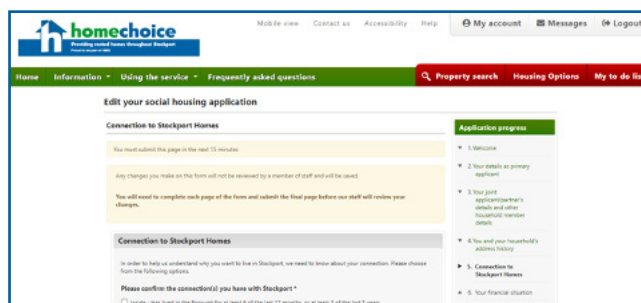
Enter the address history for you and your household. Then click 'next page'.

Note: You must have at least 6 years of address history)



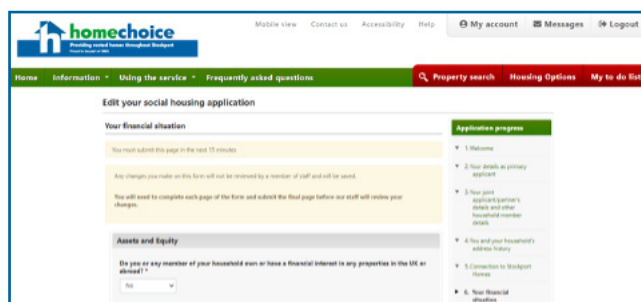
7

Please select from the list any connections you have to Stockport. Then click 'next page'.



8

Enter your financial situation including assets and equity / savings and income / benefits / other income. Then click 'next page'.

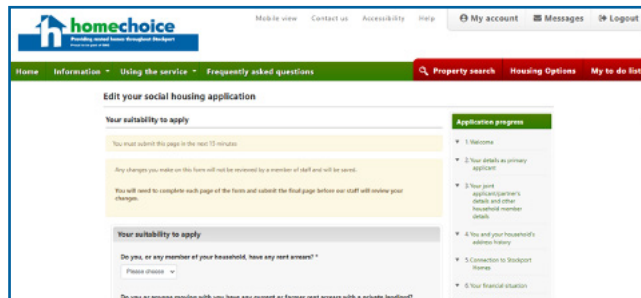


If you have any issues registering on the Homechoice website or have forgotten your login details, **please email [homechoice@stockporthomes.org](mailto:homechoice@stockporthomes.org)**  
**[www.homechoicestockport.org](http://www.homechoicestockport.org)**

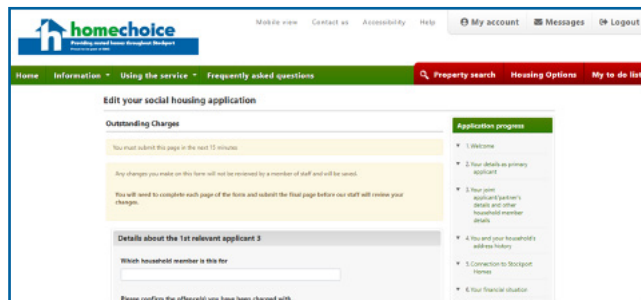
## Guide to completing a Homechoice application

Please follow the steps below:

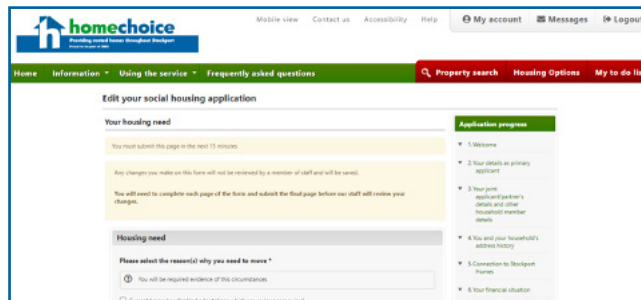
**9** Complete the questions around your suitability to apply. Then click 'next page'.



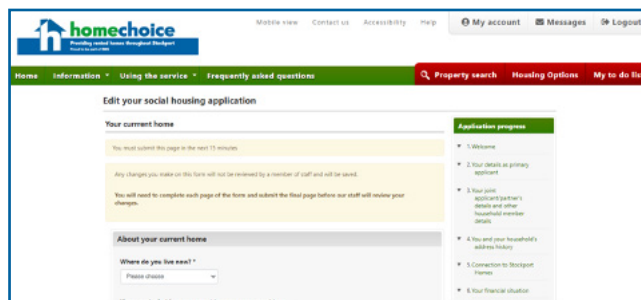
**10** Complete the information about any outstanding charges. Then click 'next page'.



**11** Enter details about your housing need. Then click 'next page'.



**12** Enter details about your current home including the facilities in the property. Then click 'next page'.



If you have any issues registering on the Homechoice website or have forgotten your login details, **please email [homechoice@stockporthomes.org](mailto:homechoice@stockporthomes.org)**  
**[www.homechoicestockport.org](http://www.homechoicestockport.org)**

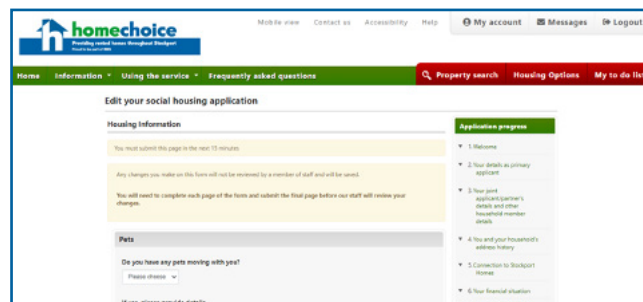
## Guide to completing a Homechoice application

Please follow the steps below:

### 13 Complete the housing information, including:

- Pets
- Armed forces
- Current circumstances

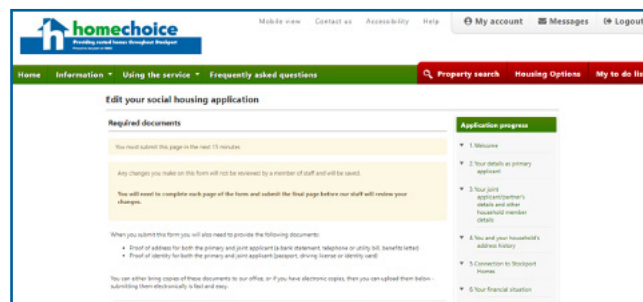
Then click 'next page'.



### 14 Please provide the documents requested:

- Proof of address (bank statement, telephone / utility bill or benefits letter)
- Proof of identity (passport, driving license or identity card)

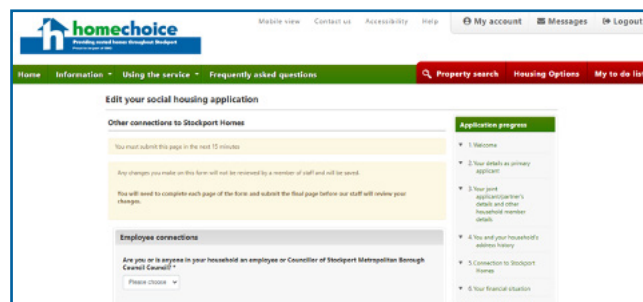
The click 'next page'.



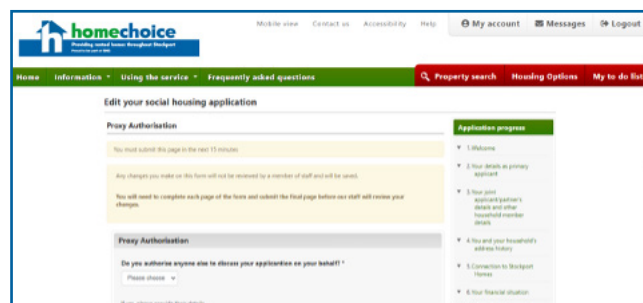
### 15 Complete details about other connections including:

- Employee connections
- Relationship connections

Then click 'next page'.



### 16 Choose if you want to give some proxy authorisation (where you can give authority to someone else to discuss your housing application on your behalf). The click 'next page'.



If you have any issues registering on the Homechoice website or have forgotten your login details, **please email [homechoice@stockporthomes.org](mailto:homechoice@stockporthomes.org)**  
**[www.homechoicestockport.org](http://www.homechoicestockport.org)**

## Guide to completing a Homechoice application

Please follow the steps below:

17

Then complete your application by:

- Entering your previous Homechoice Application Reference Number (if applicable)
- Agreeing to the declaration

Then click 'submit form'.

18

Your application has now been submitted to the Homechoice team who will be in touch to confirm when you are available to bid on properties.

