



HOUSING ASSOCIATION NOMINATION REFUSAL FORM

Housing Needs Section
Swindon Borough Council
Euclid Street
Swindon SN1 2JH
Tel: 01793 445503
Web: www.Swindon.gov.uk

ONLY TO BE COMPLETED IF YOU ARE REFUSING A HOUSING ASSOCIATION PROPERTY

Name:.....Name (Joint Applicant).....

Your address:.....

Housing Application Number:.....

Address of property bid forProperty ID.....

I / We Viewed / did not view the property on/...../..... and I am / we are not accepting it for the following reasons:

.....
.....
.....

Have you informed the Housing Association of your decision Yes / No

SIGNED.....SIGNED (Joint Applicant).....

DATE.....DATE.....

Please return the form for the attention of the Allocations & Advice Manager at the address shown on the top of this form.



Data Protection

The information you provide will be used to monitor and record the reasons given for refusing a Housing Association property and updating your housing application. This information may also be shared with other council departments.

OFFICE USE ONLY:

Passed to: Lettings Manager

Date received.....

Reason for property refusal: Agreed / Disagreed / Noted

Comments.....

.....

Signed..... date.....

Date letter sent to client:/...../.....

Appeals:

File / appeal letter passed to Senior Housing Officer, Housing Services.

Officer dealingDate received/...../.....

Appeal Agreed / Disagreed signed.....Date.....

Comments / action.....

.....

.....

.....

Letter sent to applicant regarding the outcome of the appeal/...../.....