

## APPLICATION TO EXCHANGE PROPERTIES

<b>Name/s:</b> Mr/Mrs/Ms/Miss:
<b>Partners Name/s:</b> Mr/Mrs/Ms/Miss:

Address:		
Tel home:	Work:	Mobile:
Email:		
National Insurance numbers for applicant and partner:		

Landlord's name:	
Landlord's address:	

**Details of ALL persons living at above address**

Surname	Forenames	Date of Birth	Relationship to tenant

<b>Current Property Details:</b> (e.g. house/apartment/bungalow)
Number of bedrooms:
Details of any pets:
Reasons wanting to transfer:

Date you want to move: (Please allow 28 days to process your exchange)	
--	--

**DETAILS OF PERSONS WITH WHOM YOU WANT TO EXCHANGE**

Surname	Forenames	Date of Birth	Relationship to tenant

Economic Status – Please tick the box which best describes your circumstances:

- Full time work (30 hours or more per week)
- Part time work (less than 30 hours per week)
- Government training scheme
- Job seeker
- Retired
- Not seeking work
- Full time student(s)
- Unable to work because of long term sickness or disability
- Other – please explain circumstances

Are you receiving universal credit Y/N. If yes please give details of payment dates

Address of their property:	
----------------------------	--

Their Landlord's name:	
Their Landlord's address:	

Are you related to the person(s) with whom you want to exchange? Yes  No

If YES, please give details:	
------------------------------	--

**Your ethnic origin**

**Asian, Asian British, Asian English, Asian Scottish, or Asian Welsh**

- Asian / Asian British
- Bangladeshi
- Chinese
- Indian
- Pakistani
- Other Asian background (specify if you wish):

**Black, Black British, Black English, Black Scottish, or Black Welsh**

- African
- Caribbean
- Other Black background (specify if you wish):

**Other ethnic group**

- Arab
- Other ethnic group (specify if you wish):

**White**

- British
- English
- Gypsy or Irish Traveller
- Irish
- Scottish
- Welsh
- Other White background (specify if you wish):

**Mixed**

- White and Asian
- White and Black African
- White and Black Caribbean
- White and Chinese
- Other mixed background (specify if you wish):

**Prefer not to say**

**Your gender**

- Male     Female     Transgender     Cisgender     Prefer not to say

**Your age**

- 16 - 24     25 - 34     35 - 44     45 - 54     55 - 64     65+  
 Prefer not to say

**Preferred Gender Description**

- Heterosexual / straight
- Gay man
- Lesbian
- Bisexual
- Transgender
- Cisgender
- Non - Binary
- Prefer not to say

**Marriage and civil partnership**

- Single
- Married
- Civil Partnership
- Co Habiting
- Separated
- Divorced
- Widowed
- Prefer not to say

Document Ref:	Version:	Approved Date:	Approved by:	Expire Date:	No of Pages:
WHA 0158	4	122.03.2019	Director of Customer Svs	01.03.2022	Page 3 of 4

**Your religion or belief**

- |  |   |
|--|---|
| <input type="checkbox"/> No religion   | <input type="checkbox"/> Jewish                       |
| <input type="checkbox"/> Buddhist  | <input type="checkbox"/> Muslim                       |
| <input type="checkbox"/> Christian (including Church of England, Catholic, Protestant and all other Christian denominations) | <input type="checkbox"/> Sikh                         |
| <input type="checkbox"/> Hindu   | <input type="checkbox"/> Other (specify if you wish): |
|  | <input type="checkbox"/> Prefer not to say            |

**Disability**

The Equality Act 2010 defines a disabled person as someone who has a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

Do you consider yourself to be disabled?

- Yes.  
 No  
 Prefer not to say

*Please note that by agreeing to exchange properties, you must also agree to accept each other's property in its present condition. It is recommended that in making your decision, you pay particular attention to decorative condition, the condition of the garden(s) and any alterations which may have been carried out by the previous tenant. The landlord will not rectify any alterations which may have been carried out to the property by the previous tenant.*

*I/we also give to Warrington Housing Association permission to request a tenancy reference from my landlord. Please note, your request to exchange may be refused if either party has rent arrears or the move would result in overcrowding or under-occupation of the properties.*

<b>Signature:</b>		<b>Date:</b>	
-------------------	--	--------------	--