

**Return to:**

Department of Infrastructure  
 Public Estates and Housing Division  
 2<sup>nd</sup> Floor, Markwell House  
 Market Street  
 Douglas, IM1 2RZ



<b>SE-FHF1a</b>	
Date Rec'd	
AIP	Yes/No
Initial/Date	
Version: May 2018	

**Department of Infrastructure****Mid Rent Pilot Scheme****Application Form – The Register of Interest for Mid Rent****IMPORTANT**

- The Register is not a waiting list and inclusion does not constitute an agreement by the Department to offer a property to purchase.
- The Register is reviewed at least annually to ensure that information is kept up to date. You must notify us of any changes in your circumstances. Details of developments will be sent to you from time to time.

Please complete all sections in ink using **BLOCK CAPITALS**.

**Registration number** (for existing applicants)

**Personal Details & Contact Information**

<b>1.</b>	Title: Mr/Mrs/Ms.....	First Name(s).....			
		Surname.....			
<b>2.</b>	Previous Name (if applicable)	First Name(s).....			
		Surname.....			
<b>3.</b>	Address	.....			
		..... Post Code .....			
<b>4.</b>	Date and Place of Birth	Date	/	/	Place
	Spouse/Partner	<b>If you have a spouse/partner, they must be included. Failure to disclose this information will be considered fraudulent.</b>			
<b>5.</b>	Title: Mr/Mrs/Ms.....	First Name(s).....			
		Surname.....			
<b>6.</b>	Address	.....			
		..... Post Code .....			
<b>7.</b>	Date and Place of Birth	Date	/	/	Place
<b>8.</b>	Telephone Numbers	Home	Work	Mobile	
<b>9.</b>	Telephone Numbers of Spouse/Partner	Home	Work	Mobile	
<b>10.</b>	E-mail address (Applicant 1)				
	E-mail address (Applicant 2)				

### Current Housing Situation

11.	Current accommodation <i>(delete as appropriate)</i>	Public Sector Tenant	Private Sector Tenant	Live with parents	Live with friends
12.	How much notice does your landlord require to terminate your current lease?		.....		
13.	Have you been on a Public Sector housing waiting list for more than 1 year?	Yes	No	If <b>Yes</b> please name the authority .....	

### Details of Dependent Children and any Pets in the Household

14. **Please provide names, dates of birth and sex of all children who are registered as living with you for Child Benefit;**

*Continue on another sheet if necessary*

Name	Date of Birth	Age	Male/Female

*delete as appropriate*  
**Yes / No**

16. **Do you have any pets?**

**If yes, please provide details in the box below, including breed, age and sex:**

### Property Ownership

*delete as appropriate*

17. a) Do you or your spouse/partner currently own a residential dwelling either solely or jointly on or outside of the Isle of Man? **Yes / No**
- b) Have you or your spouse/partner previously owned a residential dwelling either solely or jointly on or outside of the Isle of Man? **Yes / No**

If you answered **Yes** to question b) above you should provide documentation to evidence disbursements received at the time of the sale or a copy of the divorce settlement if applicable. Applicants who have previously owned a property will not normally be accepted onto the Register. **Please note that failure to disclose details of any previously owned properties will be regarded as an attempt to defraud the Department and appropriate action will be taken.**

### Residency in the Isle of Man

18. The eligibility criteria for Mid Rent requires that you must either have lived on the Island for the last five years or for periods totalling at least fifteen years and which include residency in the Island over the last six months.

*delete as appropriate*

- a) Have you lived on the Island for at least the last five years? **Yes / No**
- b) Have you lived on the Island for periods totalling at least fifteen years including the last six months? **Yes / No**

## 20. Income

For acceptance onto the Register of Interest for Mid Rent you must have a gross income **not exceeding; £35,000** for single applicants with no children, **£55,000** for couples with no children, and **£60,000** for applicants with 1 or more children.

Your income is your gross income from all sources **including** regular overtime, bonuses and any other pay enhancements. For joint applicants your approved income is the whole amount of both incomes **including**; regular overtime, bonuses, regular shift allowances and any other pay enhancements.

- Total Gross Annual Income of Applicant £
- Total Gross Annual Income of Spouse/Partner *(if applicable)* £

**Please enclose 3 recent payslips/tax assessments for each applicant and complete page 1 of the attached Income Tax form.**

## 21. Timescale, Mortgage Potential and Details of Savings / Additional Funds

Mid Rent properties are intended to be available to those who are saving or preparing themselves to purchase a property of their own in the future. A key aim is to help applicants to improve their financial situation in order to enable the purchase of their own home. As such, a condition for participating in this pilot scheme is that you will provide relevant information to the Department to help measure the progress you may have made with your savings from when you commence your tenancy participation through to when you leave the property.

- a) When are you realistically looking to purchase a property? *(Circle as appropriate)*

**Within 12 months      12-24 months      24-36 months      Longer than 36 months**

- b) Do you have any outstanding loans/credit card debt?

**If YES provide details in the table below:**

Total Loans/Credit Card Debt Outstanding		Purpose of Loans/Credit Card Debt
Loans	£	
Credit/Store Cards	£	

- c) What savings or additional funds are currently available to you? The definition of savings/ additional funds includes all savings, investments, gifts and inheritances available to you

	<b>Applicant</b>	<b>Spouse/ Partner</b>
Overall Savings/ Additional Funds	£	£
If you were successful in being allocated a Mid Rent property, how much more do you anticipate this will help you save each month?	£	

**22. Preferred Location**

Please enter **1, 2** and **3** against your **first, second** and **third** choices of location in the **Preferred Area** column. Please also indicate under **Work Connection** which area(s) you or your spouse/partner work and under **Family Connection** which area(s) you or your spouse/partner have family. *Example below shows; 1<sup>st</sup> preference = Douglas, 2<sup>nd</sup> preference = Ramsey/Maughold & 3<sup>rd</sup> preference = Braddan/Marown, the applicant works at the Steam Packet in Douglas and has parents living in Douglas.*

<b>Location</b>	<b>Preferred Area</b> <i>(select 3 only in order of preference)</i>	<b>Work Connection</b> <i>(name of employer)</i>	<b>Family Connection</b> <i>(family relationship)</i>
Douglas	1	Steam Packet Co.	Parents
Braddan/Marown	3		
Onchan/Laxey/Lonan			
Peel & Western Parishes – German/Patrick/Michael			
Castletown/Santon/Malew/Arbory			
Port Erin/Port St Mary/Rushen			
Ramsey/Maughold	2		
Northern Parishes – Jurby/Ballaugh/Andreas/Bride/Lezayre			

**24.** Please use the following space for any further information which you would like to provide.

**23. Data Protection Statement** *(please read the following carefully)*

The information you provide when you apply for acceptance onto the Register of Interest for Mid Rent will only be processed for the purpose of dealing with your eligibility assessment and for consideration for available properties for rent under the Mid Rent pilot or any succeeding Mid Rent Scheme. Your information may be shared with Income Tax Division and with your current or former private landlord (where applicable) for the purpose of making enquiries relevant to assessing your eligibility. Our Privacy Notice explains how we collect, store and handle your personal data in line with current data protection legislation as applied in the Isle of Man. If you would like to find out more please visit our website at [www.gov.im/infrastructure/](http://www.gov.im/infrastructure/) or contact our Data Protection Officer on 686785 for a paper copy.

**24. Declaration and Consent** *(please read the following carefully before signing)*

**I/we confirm that the information provided is true and correct.**

**I/we understand that inclusion on the Register does not imply any commitment by the Department to offer a tenancy under the pilot scheme.**

Please note that the Register is retained by the Department and the information contained within it as provided by you is strictly confidential.

**I/we consent to the Department making contact with me/us by telephone, letter or email in relation to consideration of opportunities to enter into a tenancy arrangement for properties available through the Mid Rent pilot scheme.**

..... Applicant	..... Date
..... Spouse/Partner	..... Date

In addition, the Department would like to keep you informed of any news regarding the Mid Rent pilot scheme, any changes to policies relating to administering the pilot scheme and any plans for properties that will become available for rent under the pilot scheme by sending out newsletters and/or leaflets and other advice notices from time to time.

**If you would like to be included on our mailing list for receiving newsletters, leaflets and other advice notices please also sign to indicate your consent below:**

..... Applicant	..... Date
..... Spouse/Partner	..... Date

**When complete you should send this form to:**

**Department of Infrastructure**

Public Estates and Housing Division

Markwell House

Market Street

Douglas

IM1 2RZ

**Telephone: (01624) 685955 Fax: (01624) 685943**

**E-mail: [Housing@gov.im](mailto:Housing@gov.im)**

**Department of Infrastructure**

Markwell House  
Market Street  
Douglas  
Isle of Man  
IM1 2RZ  
Tel: (01624) 685955  
Fax: (01624) 685943

Application no: **Mid**.....

Income Tax Division  
2<sup>nd</sup> Floor  
Government Office  
Bucks Road  
DOUGLAS  
IM1 3TX

**Mid-Level Rent – Income Tax authorisation**

**To be completed by the applicant(s)**

Full name of Applicant .....

Date of birth .....

Full name of Spouse/Partner .....

Date of birth .....

Address .....

.....

Tax reference no .....

.....

I hereby authorise you to approach the Income Tax Division for verification of my/our income and any Income Tax liabilities I/we may have. I also hereby authorise you to approach the Income Tax Division for verification that my / our Income Tax Returns are up to date and the date that I/we became resident for Tax purposes.

Date ..... Signature .....

Signature .....

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**TO BE COMPLETED BY THE DEPARTMENT OF INFRASTRUCTURE**

The above named person has applied for a subsidised level rental property and I should be grateful if you would provide me with the relevant details overleaf in respect of the applicants Income Tax status.

Date..... Signature.....

**Customer Services Team, Housing Office, DOI**

TAX REF NO ..... NAME (s) .....  
.....

**1. OUTSTANDING BALANCES**

<b>Income Tax Liability</b>	<b>Amount Owing</b>
1. Assessment no.....20 ...../ 20.....	£ .....
2. Assessment no.....20 ...../ 20.....	£ .....
3. Assessment no.....20 ...../ 20.....	£ .....
4. Assessment no.....20 ...../ 20.....	£ .....

**Class 4 Liability**

1. Assessment no.....20 ...../ 20.....	£ .....
2. Assessment no.....20 ...../ 20.....	£ .....
3. Assessment no.....20 ...../ 20.....	£ .....
4. Assessment no.....20 ...../ 20.....	£ .....

**2. Total Gross Income in year ended 5<sup>th</sup> April 20.....**  
(including where relevant the gross income of his/her spouse in the above year)

£

Applicant

£

Spouse/Partner

**3. Date first registered residentially for Tax purposes**

Applicant

Spouse/Partner

**4. ANY OTHER RELEVANT INFORMATION**

.....  
.....

Date ..... Signature: .....

**Income Tax Division**