

ACCEPTABLE EVIDENCES

We need to see **original documents** not photocopies. **Do not** send original documents through the post. Take them to a customer service centre or information point and we can photocopy them for you.

Evidence of:	Acceptable documentation
<p>Identity (must be provided for ALL people in housing application who want to be re-housed)</p> <p>**Please note-anyone with a current Hull City Council Tenancy or named on a Hull City Council Tenancy does NOT need to provide us with identification*</p>	<ul style="list-style-type: none"> • Driving licence (valid) • Passport (valid) • Residence permit (valid) • EU member state identity card (valid) • Letter from the Department of Work and Pensions • Marriage certificate • Medical card • National Insurance card • Birth Certificate
<p>Address</p> <p>**Please note-anyone with a current Hull City Council Tenancy or named on a Hull City Council Tenancy does NOT need to provide us with address verification*</p>	<ul style="list-style-type: none"> • Bank or credit card statements • Official letters • Tenancy Agreement • Utility/Council Tax bill • Wage slips (showing your name and address)
<p>Local Connection</p> <p>Have lived in Hull for at least 6 months out of 12 or 3 years out of 5</p>	<ul style="list-style-type: none"> • Previous housing history • Tenancy agreement • Utility / Council Tax bills
<p>Have close family who live in Hull and have done so for at least the last 5 years</p>	<ul style="list-style-type: none"> • Letter from family member including address and contact details
<p>Proof of permanent employment in Hull</p>	<ul style="list-style-type: none"> • Contract • Letter from employer
<p>Receiving ongoing specialist medical treatment in Hull that is significant and requires you to live in Hull for at least 6 months</p>	<ul style="list-style-type: none"> • Doctor's or hospital letter or documentation
<p>Provided with accommodation in the city under section 95 of the Asylum & Immigration Act 1999 prior to being given refugee status</p>	<ul style="list-style-type: none"> • Licence agreement with accommodation provider or other document confirming accommodation provided under section 95 of the Asylum & Immigration Act
<p>Pregnancy</p>	<ul style="list-style-type: none"> • Letter including expected date of birth from doctor or hospital
<p>Child whose sole or main home is with you</p>	<ul style="list-style-type: none"> • Proof of Child Benefit for the child (or proof of underlying entitlement to it when it is not received due to high income threshold) • Child Tax Credit award letter • Court orders or other official confirmation that the

	children live or will live with you
Child that you have overnight parental contact with	<ul style="list-style-type: none"> • Birth certificate for the child • Confirmation of the contact arrangements from solicitor or custodian of the child
Remain or move near to child's school Note: This only applies to primary schools, secondary schools and pre-schools that are attached to a school. It does <u>not</u> apply to colleges.	<ul style="list-style-type: none"> • E • Evidence of attendance at the school, e.g. report or letter
Home requires extensive repairs	<ul style="list-style-type: none"> • Report from the Private Housing (Environmental Health) Team
Place of worship	<ul style="list-style-type: none"> • Letter from the place of worship confirming your regular attendance.
Family/friends support Note: This only applies when you need to live <u>near</u> the person you provide support to/receive support from, not if you are to be re-housed <u>with</u> them.	<ul style="list-style-type: none"> • High level support: evidence of Carer's Allowance, disability benefit or letters from supporting agencies confirming the level of support provided • Low level support: a letter from the family or friends including their address and the reason for the support
Notice to leave	<ul style="list-style-type: none"> • Notice from landlord • Copy of Court Order
H.M. Forces	<ul style="list-style-type: none"> • Discharge papers • Letter from your Commanding Officer • Cessation to entitlement to occupy a service families quarter
Evidence of eligibility for council housing for people from abroad	
UK citizen having lived outside the UK within the last two years	<ul style="list-style-type: none"> • Habitual residency test may be sent to you by the HomeSearch Team if we need to establish that you are habitually resident. This means that you have close ties here and are going to settle here.
EEA citizen	
Evidence of income	<ul style="list-style-type: none"> • Wage slips • Bank statements • Employer's letter • Invoices or tax accounts proving self employment • Job seekers allowance (also need proof of previous employment)
Evidence of self sufficiency	<ul style="list-style-type: none"> • Bank statements • Pension book • Savings

	<ul style="list-style-type: none"> • Scholarship
Evidence of full time education	<ul style="list-style-type: none"> • Letter from education provider registered on DES Register
Evidence of comprehensive health insurance	<ul style="list-style-type: none"> • Health insurance policy • Letter from private health insurer
Other	<ul style="list-style-type: none"> • Residence permit
Other Non-UK citizen	
Citizen of the Commonwealth	<ul style="list-style-type: none"> • British birth certificate of parent • Certificate of entitlement issued certifying the right of abode in the UK • Marriage certificate • UK passport describing the applicant as a UK and Colonies citizen having the right of abode in the UK
Exceptional leave to enter or remain	<ul style="list-style-type: none"> • Visa in passport stating exceptional leave to enter/remain • Residence permit stating exceptional leave to enter/remain • Letter from the Home Office stating exceptional leave to enter/remain • Letter from the Home Office acknowledging receipt of request for further leave to enter/remain dated before end of exceptional leave to enter/remain when exceptional leave to enter/remain has expired • Letter from legal representative acknowledging sending of request for further leave to remain dated before end of exceptional leave to enter/remain when exceptional leave to enter/remain has expired
Humanitarian protection	<ul style="list-style-type: none"> • Visa in passport stating Humanitarian protection • Residence permit stating Humanitarian protection • Letter from the Home Office stating Humanitarian protection Letter from the Home Office acknowledging receipt of request for further leave to enter/remain dated before end of Humanitarian protection when Humanitarian protection has expired • Letter from legal representative acknowledging sending of request for further leave to remain dated before end of Humanitarian protection when Humanitarian protection has expired
Discretionary leave to enter or remain	<ul style="list-style-type: none"> • Visa in passport stating discretionary leave to enter/remain • Residence permit stating discretionary leave to enter/remain • Letter from the Home Office stating discretionary leave to enter/remain • Letter from the Home Office acknowledging receipt of request for further leave to enter/remain dated before

	<p>end of discretionary leave to enter/remain when discretionary leave to enter/remain has expired</p> <ul style="list-style-type: none"> • Letter from legal representative acknowledging sending of request for further leave to remain dated before end of discretionary leave to enter/remain when discretionary leave to enter/remain has expired
Indefinite leave to enter or remain	<ul style="list-style-type: none"> • Visa in passport stating Indefinite leave to enter/remain • Residence permit stating Indefinite leave to enter/remain • Letter from the Home Office Indefinite leave to enter/remain
Limited leave to enter or remain	<ul style="list-style-type: none"> • Visa in passport stating limited leave to enter/remain • Residence permit stating limited leave to enter/remain • Letter from the Home Office stating limited leave to enter/remain • Letter from the Home Office acknowledging receipt of request for further leave to remain dated before end of limited leave to remain when limited leave to remain has expired • Letter from legal representative acknowledging sending of request for further leave to remain dated before end of limited leave to remain when limited leave to remain has expired