



Permanent Residential Site Waiting List Application Form

Completion of this form **does not** guarantee that you will be entered onto the Gypsy or Traveller pitch waiting list or be made an offer of a pitch.

It is important that you provide accurate information and answer all questions. If you do not provide all of the information and requested evidence we need, we may not be able to register your application OR we may not be able to award you the banding to which you may be entitled.

If you provide false information, your application will be void and will be returned to you.

Which site or sites would you like to apply for?

Place a tick in the appropriate box(es)

Bankside Park

Newington Park

Bedford Park

Wilmington Park

1. Name of Applicant

Surname	First Name(s)	Date of Birth	Place of Birth

2. Contact Telephone Number: _____

3. National Insurance No: _____

4. Family Members who will be living with you

You may be asked to provide evidence that you live together as a household (e.g. proof of Child Benefit, Income Support etc)

Surname	First Name(s)	Date of Birth	Relationship to Applicant	Name & Place of School

5. Where do you live at the moment?

Provide current address

6. Is your current address a legal Gypsy & Traveller site?

Yes No

If yes, please provide the name of the Council area?

7. **Do you have to leave this accommodation for any reason?** Yes No
If yes, please provide detail below

8. **Previous Address** - provide your last three addresses

	Address	Type of Accommodation	No. of Years There
1			
2			
3			

9. **Employment Details** - please provide details of your employment. Also list the employment of family members living with you

10. **Benefits**

Are you claiming Housing benefit? Yes No

Do you need assistance with future claims? Yes No

11. Do you have close family connections on the site(s) you have applied for? If yes, please provide details: Yes No

Name	Address (Site/Pitch No.)	Relationship

12. Are you on the waiting list for a pitch in another Authority's area? Yes No

Name of Authority: _____

13. How many Caravans, Trailers and Vehicles are you applying to bring on site? See accompanying guidance on site limitations.

Description	Number	Make/Model/Dimensions (length/Width)
Caravans		
Trailers		
Vehicles		
Other		

14. Do you or a member of your household have a medical condition you wish to inform us of? Yes No

If yes, please provide full details below

15. Is there anything else you would like to tell us about your accommodation needs in support of your application?

(continue on a separate sheet if necessary)

16. Criminal Convictions

If you, or any member of your household has an unspent conviction for a criminal offence you need to tell us about it.

We do not need this information if your offence is spent under the Rehabilitation of Offenders Act 1974. A conviction is spent once the rehabilitation period has ended.

Some sentences are excluded from rehabilitation and are therefore never classed as spent

Do you, or anyone to be accommodated with you, have an unspent conviction for a criminal offence? Yes No

Don't Know

If you or a member of your household has a probation officer, please provide their details below:

Name: _____ Telephone Number: _____

Contact address:

17. Data Protection and Your Application

Hull City Council will use the personal data you provide in this form for the purpose of deciding your application to register your accommodation need and for the proper management of the Council's Gypsy & Traveller sites. We may disclose this information to other Council departments, the police, the Department for Work and Pensions and any other person or body the Council feels is reasonably necessary for the processing of this application, the protection of any person, the prevention or detection of any crime or the carrying out by the Council of any of its statutory functions.

We will not discuss the details of your application with anyone else without your permission.

18. Nominated Contact

Would you like to nominate someone who can contact us on your behalf to discuss your application? Yes No

Would you like this person to receive all correspondence relating to your application, rather than sending to you? Yes No

If you have ticked 'yes' to either of the questions above, please give the person's details here:

Name: _____ Telephone Number: _____

Address:

Relationship to you: _____

IMPORTANT

Declaration and Authorisation

I declare that the information I have given on this form is correct and complete.

I agree to Hull City Council sharing details of my application with any relevant agency on a confidential basis. I understand that information may be shared within Hull City Council so that we can improve access to our services.

I agree that Hull City Council may obtain any relevant information about me from other relevant agencies. I understand that relevant agencies may include, but are not limited to, any police force, previous landlords, the probation service and other Council departments.

I understand that if my behaviour is deemed to be unacceptable due to non-payment of rent or other housing debts, anti-social behaviour or wilful damage or neglect to a property of which I have been a tenant/licence holder, then my application may be down-banded or removed from the pitch waiting list.

I understand that if I supply false or incomplete information or if I fail to notify you of any relevant changes in circumstances, I may be guilty of an offence.

I understand that the Council is, by law, entitled to take action to end any pitch licence I may be given as a result of a false statement made by me or another person acting on my behalf.

I understand that this application will be cancelled if I am re-housed by the Council or allocated a pitch licence.

Signature of applicant:

Print name: _____

Date: _____