

EVIDENCE REQUIRED FOR FAMILY MEMBERS SHARING THE RIGHT TO BUY

In order for family members to share your Right to Buy, your address must have been their “only or principal home” for at least the 12 months before you submit your application. This means that they must have been living with you all or most of the time for the past year and continue to live at your home now. In order to allow your family members to share your Right to Buy we need to see sufficient proof that they have been living with you throughout the past 12 months. We also need to verify their identity.

You are required to provide suitable ID and a combination of *no fewer than three* documents from the list shown below for **each** family member who wishes to share your Right to Buy. ***The dates on the documents must cover at least the past 12 months, not a shorter period of time.*** We will endeavour to return your documents to you but please note that we cannot be responsible for any items that go missing in the post.

PROOF OF APPLICANTS IDENTITY – provide at least ONE of the following:

- ✓ Passport
- ✓ National identity card
- ✓ Driving licence

IMPORTANT: If you are an overseas national you also need to provide us with proof of your entitlement to reside in the UK, ie you must have indefinite leave to remain.

PROOF OF RESIDENCY – provide at least THREE of the following:

All the documents you provide must show this information or we won't be able to accept them:

- Applicants name (matching what's shown on the RTB application)
- Address
- Date of the document (not just the dates that a document may cover)

Examples of documents we may accept are shown in the list below. It's likely that there are others too, so please check with us if you have other documents you think may be suitable.

- ✓ Bank or building society account statement
- ✓ Gas bill
- ✓ Electricity bill
- ✓ Water bill
- ✓ Landline telephone bill
- ✓ Internet bill
- ✓ TV services bill (ie Sky, Virgin Media)
- ✓ Credit card bill
- ✓ Contents insurance policy document
- ✓ Car insurance policy document
- ✓ Letter from a government agency, eg Department for Work & Pensions (DWP)
- ✓ P60, P45 or payslip (only if it shows your home address)

NB We cannot accept hand-written letters, undated documents or junk mail as sufficient evidence of where you live and how long you have lived there. Neither can we accept documents sent to you by Hackney Council or Hackney Homes.

Documents must be from more than one organisation or company. Please remember that one of the documents you provide must have a date from at least twelve months ago and one must be recent.