

SCHEME FOR THE REHABILITATION OF VACANT DWELLINGS FOR RENT

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Application for Subsidy on Rehabilitation of Vacant Dwellings in order to be leased to the Housing Authority for a period of ten years.

File Number:

IMPORTANT NOTICE

Anyone who makes a false declaration will be disqualified for a period of five (5) years from benefiting from any scheme issued with the approval of the Minister responsible for Housing.

Notwithstanding anything contained in the foregoing provisions of this Scheme, the Authority shall have the right and this at its absolute discretion, to refuse any application. In the case that the application is refused, the administrative charges are not refunded. Therefore it is requested and strongly advised that applicants read the conditions of the scheme.

Application will only be accepted if:-

1. It is filled and signed by each applicant;
2. The application for assistance under this Scheme must be made by both spouses jointly in case of married couples, two persons who have entered into a Civil Union under the Civil Union Act who are not legally or *bona fide de facto* separated;
3. A Payment of €50 by cash, cheque or money order addressed to the Chairman, Housing Authority is attached;
4. The necessary documents stipulated in Section 5 of the application are produced.

The personal information submitted in this application is protected and will be only utilised according to the Data Protection and Privacy Act.

The personal information provided in this application form will be strictly utilised by the Authority for the processing of this application and will be only processed according to the Data Protection Act (CAP 440). Applicants have the right to access or verify the information held about them by requesting this in writing at the above address.

SECTION 1**PERSONAL INFORMATION ABOUT APPLICANT**

i) Name and Surname: _____
Address: _____

ID Card No.: _____ Date of Birth: _____
Telephone No.: _____ Mobile No.: _____
Email: _____

ii) Name and Surname: _____
Address: _____

ID Card No.: _____ Date of Birth: _____
Telephone No.: _____ Mobile No.: _____
Email: _____

SECTION 2**INFORMATION ABOUT THE PROPERTY IN WHICH WORKS WILL BE CARRIED OUT**

Address of Property: _____

The property consists of: _____ House ☐ Apartment ☐ Maisonette ☐

On which floor is the property?
☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4

If apartment, how many apartments are in the block? ☐

Is the property accessible to a disabled person?
☐ YES ☐ NO

Number of bedrooms: ☐ 1 ☐ 2 ☐ 3

In which year was the property built?

Has a Condominium Association been formed in the block?
☐ YES ☐ NO

Cost of common parts maintenance:

Rent per annum being asked:

SECTION 3**WORKS REQUESTED**

- | | | |
|-------|---|--------------------------|
| i) | Extraordinary structural repairs; | ☐ |
| ii) | Alteration / extension works necessary to render the dwelling suitable for accommodation; | ☐ |
| iii) | Repairs / replacement of electricity, plumbing and drainage systems; | ☐ |
| iv) | Improvement / replacement or installation of bath / shower room; | ☐ |
| v) | Repairs / replacement of floor tiles; | ☐ |
| vi) | Repairs / replacement of external apertures and balconies; | ☐ |
| vii) | Repairs / replacement of internal doors; | ☐ |
| viii) | Water proofing to the roofs; | ☐ |
| ix) | Appropriate improvements and damp proofing works as permanent solutions to eliminate problems of rising damp; | ☐ |
| x) | Restoration of façades; | ☐ |
| xi) | Other finishing works required to render premises up to standard and suitable for accommodation; | ☐ |
| xii) | Professional fees – (these will only be granted if a Planning Authority permit is required). | ☐ |

SECTION 4**DECLARATION**

I, the undersigned, declare that I have read, agreed and accepted all the conditions of the Government Gazette related to my application, which conditions form an integral part of my declaration and which conditions I was given a copy of together with my application form.

I also declare that the information given in the application is correct and true. I understand that I will forfeit the right to any subsidy under this Scheme and will not be entitled to the charges paid if incorrect information is given.

I understand and accept that the Authority will not assume any responsibilities leading to damages and damages occurring to the property and to third party properties during the processing of the application, during the works and after the works are completed under the scheme. All risks and responsibilities shall always be directed to the undersigned applicant.

I authorise the Housing Authority to sub let the property to third parties at its absolute discretion.

I declare that the property is being offered to the Housing Authority for a minimum of ten years uninterruptedly and without hindrance.

Signature of Applicant:

Signature of Applicant:

Date:

SECTION 5**LIST OF DOCUMENTS TO BE ATTACHED TO APPLICATION**

- i) Photocopy of Valid ID Card from both sides of each applicant;
- ii) In case of separated/divorced/annulled applicants, these are to produce a copy of the final judgement of the competent court that pronounces the separation or a copy of the contract of separation;
- iii) Copy of deed of purchase of property on which the request is being made;
- iv) A site plan, scale 1:2500 clearly indicating the location of the property together with approved drawing scale 1:100. Drawings should include a scale bar or room dimensions;
- v) Photographs of property, including two of the façade, and at least one photo of each room;
- vi) Copy of the building permit where applicable;
- vii) A declaration from the applicant stating that the property is being offered to be rented to the Housing Authority for a period of ten (10) years uninterruptedly and without hindrance, and that the applicant is authorising the Housing Authority to sublet the property to third parties at its absolute discretion;
- viii) Evidence indicating that the property has been vacant for at least one year;

APPLICATIONS HAVING MISSING DOCUMENTS SHALL NOT BE ACCEPTED