

Glasgow West Housing Association

Applicant Quick Guide

Anyone aged 16 years or over is entitled to register their name onto our housing list. Our allocations policy determines the points awarded to your application and the property type required. Our policy is available on our website: www.gwha.org.uk or can be printed upon request.

We do not offer emergency accommodation. If you are homeless or about to be, you should contact your nearest [community homeless team](#). We cannot guarantee rehousing within a certain timescale.

If your circumstances, including your address or family composition, change after you have applied for re-housing, you must fill in a change of circumstances form.

As you near the top of our waiting list, we will write to you to arrange a house visit or case conference at our office to verify the information submitted in your application. No offer of accommodation will be made without this meeting taking place.

You will be entitled to 2 offers of housing, although there is no guarantee of any offers. Should you refuse both offers your application will be suspended for a period of 6 months

Any false or misleading information submitted will result in your application being suspended for a period of 6 months. If you have already been offered a tenancy or signed a tenancy agreement then action will be taken to recover the tenancy from you.

Returning your application

Please ensure the following information is included with your application or it will not be processed and may be returned to you:

- Copy of Photo ID (for applicant and joint applicant). If not available, please submit a passport sized photo.
- 2 proofs of current address dated within last three months for e.g. bills/letters (for applicant and joint applicant).
- Copy of statutory homeless letter if applicable (or caseworker contact information if letter not available).
- Address history completed in full for at least the past 5 years.
- Area selection form completed in full?
- Further information mandate signed?
- Medical form completed for any medical conditions and endorsed by GP or other health care professional?



If you require an application pack in larger print or translated into a different language please contact us on 0141 331 6650 or email admin@glasgowwestha.co.uk

Useful Contact Information & Advice:

We recommend that you apply to as many housing associations as possible to maximise your chances of housing. Other local housing associations:

Wheatley Homes

<https://www.wheatleyhomes-glasgow.com/find-a-home>

Charing Cross Housing Association

31 Ashely Street, Glasgow, G3 6DR. Tel: 0141 333 0404

Partick Housing Association

10 Mansfield Street, Glasgow, G11 5QP. Tel: 0141 357 3773

Queens Cross Housing Association

45 Firhill Road, Glasgow, G20 7BE, 0141 945 3003

Bield Housing Association *(may be able to provide sheltered or specially adapted accommodation)*

Craighall Business Park, 7 Eagle Street, Glasgow, G4 9AX. Tel: 0141 270 7200

Trust Housing Association *(may be able to provide sheltered or specially adapted accommodation)*

Pavilion 5 (1st Floor), Watermark Business Park, 345 Govan Road, Glasgow, G51 2SE. Tel: 0141 444 1200

If you are homeless or about to be and require immediate assistance, you should approach your nearest community homeless team: <https://www.yoursupportglasgow.org/directory/providerlist/455>

The out of hours emergency homeless team is based at Glasgow City Mission, 20 Crimea Street, Glasgow, G2 8PW and can be contacted on 0800 838 502.

Independent housing advice can be obtained from the following agencies:

Glasgow Centre for Inclusive Living

117 – 127 Brook Street, Glasgow, G40 3AP. Tel: 0141 550 4455



Positive Action in Housing

98 West George Street, Glasgow, G2 1PJ. Tel 0141 353 2220



If you need legal advice, a law centre will be able to help you:

- Ethnic Minorities Law Centre: 0141 204 2888, <http://emlc.org.uk>
- Legal Service Agency legal: 0141 353 3354, www.lsa.org.uk
- National Debtline, Freephone: 0808 808 4000, www.nationaldebtline.org

5 Royal Crescent Glasgow G3 7SL

• Tel: 0141 331 6650

• Fax: 0141 331 6679

• SMS: 07860018421

• Email: admin@glasgowwestha.co.uk

• Website: www.gwha.org.uk

• Facebook: facebook.com/glasgowwestha

• Twitter: [@glasgowwest4](https://twitter.com/glasgowwest4)

Office opening hours: Monday, Wednesday, Thursday, Friday - 9am to 4pm; Tuesday - 11.30am to 4pm.

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