

Retirement Housing – Key Information Sheet

What is retirement housing?

Our retirement flats and bungalows are exclusively for those aged over 55. Properties range from studio flats to one and two-bedroom apartments and bungalows, each with its own front door and fully self-contained.

A range of facilities are offered at our developments. The facilities vary from scheme to scheme but can include:

- Resident's lounge
- Quiet room / computer area
- Dining room
- Guest rooms (available at a small charge for overnight visitors)
- Laundry room
- Mobility scooter charging point
- Communal garden
- Off-road parking

Who can apply?

- A Saxon Weald tenant who is not already a resident in one of our retirement properties
- Anyone aged over 55 who has the right to rent in the UK
- A homeowner who is selling their property and has less than £170K in equity
- Anyone with less than £100K in savings

Who are we unable to accept?

- Saxon Weald adopt a responsible approach to letting our homes and our aim is to create pleasant and sustainable communities for our tenants. We will try and accommodate all applicants where we can but reserve the right to exclude applicants if they do not meet our reasonable lettings criteria.
- Home owners with equity of £170K or anyone with savings of more than £100K - if this applies to you, please visit www.wealdliving.com or email info@wealdliving.com for information on properties available for shared ownership purchase and private market rent across Sussex and Hampshire.
- Applications that include household members under age 55 unless they are a carer.
- Anyone requiring a high level of extra support to live independently - if this applies to you, please contact your local Social Services directly for an assessment after reviewing their Privacy Policy. All vacancies at our extra care schemes are allocated via Social Services.
- Those already living in a Saxon Weald retirement home - if this applies to you, please discuss options with your Scheme Manager or consider a mutual exchange. For further information on mutual exchanges please visit <https://www.saxonweald.com/looking-for-a-home/renting-a-home/swapping-home/>.

How do I apply for retirement housing?

Applications should be completed and submitted online through My SaxonWeald.

If you already have a My SaxonWeald account, simply **log in** and select the 'Apply for retirement' option. Don't currently have an account? **Click here** to get started.

If you do not have internet access, or a family member or friend who can assist you with completing the application online, please contact us and we will make arrangements to send a paper version of the form to you by post.

What will happen next?

Your application will be reviewed, and we will contact you to advise if it has been accepted or if additional information is required.

Offers of accommodation

We are not able to advise the position you hold on our waiting list.

When we can offer you a suitable property that meets your requirements, a member of the team will be in contact with you. Any offer of accommodation will be subject to the completion of an affordability check and, where applicable, receipt of a satisfactory landlord reference.

When allocating accommodation to those on our waiting list we will:

- Monitor housing available within applicants' chosen geographical area(s)
- Give priority to those living in the district, in housing need and who are ready to move
- Provide two reasonable housing offers to customers in their chosen locations and in line with their bedroom size requirements
- Register single applicants automatically for studio/one-bedroom accommodation, unless there is a specific need for two bedrooms that has been verified during the review process
- Register couples automatically for one or two-bedroom accommodation
- Remove applicants who have refused two offers from our waiting list
- Provide one offer only to applicants who are deemed homeless

Changes to personal circumstances

If your personal circumstances should change, you should let us know as soon as possible to ensure that your application stays up to date.

It is your responsibility to advise us of any changes to your contact details, such as address or telephone numbers.