

## WAITING LIST APPLICATION FORM

**Date of Application**

.....

**Name of Applicant(s)**

.....

**Home Address**

.....

**Home/Work Telephone #**

**Mobile Telephone #**

.....

.....

**E-Mail Address(es)**

.....

Applicant Names (please include middle names if any)	Date of birth	Relationship to Applicant	Lived in village from/to	No of nights p/w child will be staying in the family home
		Applicant		
		Partner		
		Child 1		
		Child 2		
		Child 3		
		Child 4		

**Relationship with Jordans Village**

What is your connection with Jordans Village?

.....

Where do you or did you live in Jordans, and for how long?

.....

Do you have any other relatives living in the Village and, if so, who are they and where do they live?

.....

.....

***Jordans Village Limited***

*Registered under the Co-Operative & Community Benefit Societies Act 2014 | Registered No. 7533R (England)*

**Registered Office:** Estate Office, Seer Green Lane, Jordans, Buckinghamshire, HP9 2ST

Tel: 01494 875177 | E-Mail: [estateoffice@jordansvillage.co.uk](mailto:estateoffice@jordansvillage.co.uk) | [www.jordansvillagelimited.co.uk](http://www.jordansvillagelimited.co.uk)

**Application Fee**

Please remit the **£30** Application Fee directly to our bank account, details as follows:

HSBC, Beaconsfield; Sort Code 40-09-29; Account Number: 11103199;

Reference: WL (Your Surname)

**The Waiting Lists Policy November 2023 was adopted by the JVL Management Committee on 26th October 2023. All Applicants are asked to refer to this document for details of the management of Waiting Lists and allocation of properties. A copy is available on request from the Estate Office.**

**AS WAITING LISTS ARE EXTENSIVE, ALL APPLICANTS ARE ASKED TO EXAMINE THEIR NEED FOR VILLAGE ACCOMMODATION.**

**Subscription Renewals**

Annual subscription renewals are due on 1<sup>st</sup> September each year at which time a renewal fee of £30 becomes payable. We will notify you by email each year of this. **FAILURE TO RENEW YOUR APPLICATION BY THE REQUIRED DATE WILL RESULT IN YOUR RECORD BEING REMOVED FROM THE LIST.**

**Terms and conditions of any tenancy will be confirmed at the time of offer. To ensure that the offer of a tenancy is appropriate, the personal details given in this form will be confirmed at the time of any offer. Please inform the Estate Manager immediately of any change in circumstances.**

**Who we are**

Jordans Village Limited is a Social Co-Operative Society, registered under the Co-Operative and Community Benefits Societies Act 2014. We are regulated by the Financial Conduct Authority. Our registered number is 7533R.

**What we use your personal information for**

The information we require is the minimum necessary to administer our waiting list and we will use your personal information as provided above for this purpose and to communicate with you with regard to your place on the List.

**Who it will be shared with**

Waiting List Data is not shared with anyone other than elected Members of the JVL Management Committee. We will not sell or share your data with any outside parties nor do we have any plans to do so. We would write to you to seek your prior written consent should this be varied in future.

**I/We hereby declare that I/We wish to apply to join the Jordans Village Limited Waiting List and consent to the use of my/our personal data I/We have provided above.**

**Signed..... Date .....**

**Signed..... Date .....**

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