

**Association Lead Contact Registration Form**

Self and custom build housing is housing built by individuals or groups for their own use, either by building the home on their own or by working with builders. The Government recognises that homes built in this way are often cheaper, greener, more affordable and more innovatively designed than standard market housing and they offer a real alternative to buying 'off the peg' houses that may not meet your household's needs.

**Self-Build & Custom Build Register Application Form – ASSOCIATION**

If you would like to be included on Bedford Borough Council's Self & Custom Build Register you must complete an application form. Complete this form if you are an Association of self/custom builders working together to secure more than one plot. Please nominate a lead person to complete this application form. If you are an individual, couple or group of people from one household jointly seeking to acquire one plot of land, please complete the separate INDIVIDUAL application form and not this one. **Please note:** for your Association to have their details placed in Part 1 of the Register, each member must be eligible as a Part 1 applicant. If they are not your Association’s details will be placed in Part 2 of the Register.

**Lead Contact for the Association**

|  |  |  |
| --- | --- | --- |
| A | Title (Mr, Mrs, Dr, etc.) |  |
| B | First Name |  |
| C | Surname |  |
| D | Address 1 |  |
| E | Address 2 |  |
| F | Address 3 |  |
| G | Address 4 |  |
| H | Post Code |  |
| I | E-mail Address |  |
| J | Contact Phone Number (in case we need to discuss your application) |  |
| K | Name of the Association |  |
| L | Number of members in the Association |  |
| M | Address 1 of the Association (if different to above) |  |
| N | Address 2 of the Association |  |
| O | Address 3 of the Association |  |
| P | Address 4 of the Association |  |
| Q | Post Code of the Association |  |
| R | Is there potential for more members to join the Association (Y/N)? |  |
| S | If, “Y”, how many?\* |  |
| T | How long has the Association existed (in years)? |  |
| U | Does the Association have a formal constitution (Y/N)? (you may be asked to produce evidence of this if “Y”) |  |
| V | Does the Association have a legal structure (Y/N)? (you may be asked to produce evidence of this if “Y”) |  |

\*New members will be required to complete an application form when they join

**To continue with your application, please complete the forms below for each member of your Association (including yourself as Association Member 1) and send the completed form to** **housing.strategy@bedford.gov.uk** **or by post to:**

**Housing Strategy Team, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford, MK42 9AP.**

July 2021

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|  | **Self-Build & Custom Housebuilding Register Application Form – LEAD CONTACT ASSOCIATION MEMBER 1** |
|  |  |
|  | Please refer to the Guidance Note when completing this form. Provision has been made for yourself and 3 other members on this form but more can be added as required (see Association Member 4 form below).  |
|  |  |
|  | **Section 1 - Qualification to be included on the Register** |
|  | All applicants must complete this section. If you cannot confirm all of the following (1a, 1b and 1c) you are not eligible to join the Register. We may ask for evidence to support your answers but you do not need to submit it at this stage. |
|  |  |
| 1a | I confirm that I am 18 years of age or over |  |  |
|  |  |
| 1b | I confirm that I am (**please tick at least one of the following three options**) |
|  | * a British Citizen
 |  |  |
|  | * a national of a European Economic Area State other than the UK
 |  |  |
|  | * a national of Switzerland
 |  |  |
|  |  |
| 1c | I confirm that I am/we are looking for a plot to build a home that will be my/our sole or main residence |  |  |
|  |  |
|  | **Section 2 - About you** |
|  | Details as above Lead Contact Form. Please complete 2e below. |
|  |  | **Yes** | **No** |
| 2e | Have you registered your interest to build a self or custom build property with any other local authority? |  |  |
|  |  |
|  | **Section 3. Connection to Bedford Borough (Local Eligibility)** |
|  |  |
|  | Bedford Borough Council's Self-build & Custom Housebuilding Register is held in two parts. To qualify for Part 1, you must meet **at least one** of the following local eligibility criteria. You must provide suitable evidence in support of your application (please see the Guidance Note). |
|  |  |
|  |  |
| 3a | I live/have lived in Bedford Borough for at least 3 of the last 5 years |  |
| 3b | I have a close relative who has lived in Bedford Borough for at least three of the last 5 years (mother, father, sister, brother, grandparents, grandchildren, adult children & corresponding step relations) |  |
| 3c | I have worked, or have a household member who has worked, in permanent employment in Bedford Borough for an average of at least 16 hours per/wk over the past twelve weeks, or have retired and have fulfilled this criterion immediately prior to retirement  |  |
| 3d | I am a member of HM Armed Forces or have left the Armed Forces within the last 5 years |  |
|  |  |
|  | If you qualify to go on the Register (Section 1) but cannot demonstrate a local connection (Section 3) your Association’s details will be placed on Part 2 of the Register.  |
|  |  |
|  | **Section 4 – Location Preference** |
|  |  |
|  | Where is / are your preferred location(s) to build in Bedford Borough?  |
|  |  |
| 4a | Anywhere in areas A-G below (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
| 4b | Any of the areas below except Area A (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
|  | Alternatively, please choose up to three preferred areas from the options below and enter them, in order of preference, into the boxes beneath the table. This information will help the Council to understand the locations that most registrants want to build but it will not limit your future choices. |
|  |  |
|  | **Location** | **Area**  |  |
|  | Bedford Town & Kempston Town (including Brickhill and Gt Denham Urban Parishes) | A |  |
|  | Dean & Shelton, Melchbourne & Yielden, Swineshead & Pertenhall, Riseley, Bolnhurst & Keysoe, Little Staughton parishes | B |  |
|  | Wymington, Knotting & Souldrop, Podington, Odell, Sharnbrook, Bletsoe, Thurleigh, Harrold, Felmersham & Radwell parishes | C |  |
|  | Carlton & Chellington, Pavenham, Milton Ernest, Turvey, Stevington, Oakley, Clapham parishes | D |  |
|  | Bromham, Stagsden, Biddenham, Kempston Rural, Wootton, Stewartby parishes | E |  |
|  | Elstow, Wixams, Wilshamstead, Shortstown, Cotton End, Cardington, Cople, Willington parishes | F |  |
|  | Great Barford, Renhold, Ravensden, Wilden, Wyboston, Chawston & Colesden, Roxton, Little Barford, Colmworth, Staploe parishes | G |  |
|  |  |
| 4c | * Preferred Area Option 1
 |  |  |
|  | * Preferred Area Option 2
 |  |  |
|  | * Preferred Area Option 3
 |  |  |
|  |  |
|  |  |
|  | **Section 5. Self / Custom Build Preferences** |
|  |  |
| 5a | Why do you wish to self/custom-build? **Please tick all that apply** |
|  | * To purposely design for disability needs
 |  |  |
|  | * For improved eco performance
 |  |  |
|  | * To join in with a community-led build
 |  |  |
|  | * To improve my / our construction-related skills
 |  |  |
|  | * To design/build my / our own property
 |  |  |
|  | * To build a property cheaper than can buy on the market
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5b | What type of self/custom build are you interested in? **Please tick one box only** |  |  |
|  | * Self-build
 |  |  |
|  | * Custom build
 |  |  |
|  | * Either
 |  |  |
|  |  |
|  |  |
| 5c | Please confirm your preference(s) from the following. **Please tick one box only** |  |  |
|  | * Standalone self-build / custom build plot
 |  |  |
|  | * Individual self-build as part of a larger site with other self-build plots
 |  |  |
|  | * Either
 |  |  |
|  |  |
| 5d | What type of dwelling are you seeking to build? **Please tick all that apply** |  |  |
|  | * Detached house
 |  |  |
|  | * Semi-detached house
 |  |  |
|  | * Terraced house
 |  |  |
|  | * Detached bungalow
 |  |  |
|  | * Semi-detached bungalow
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5e | How many bedrooms do you intend your self-build/custom build property to have? **Please tick one box only** |
|  | * 1-2 bedrooms
 |  |  |
|  | * 3-4 bedrooms
 |  |  |
|  | * More than 4 bedrooms
 |  |  |
|  |  |
|  | **Section 6. Timescales** |
|  |  |
|  | When do you intend to start building? **Please tick one box only** |
|  | * Under 2 years
 |  |  |
|  | * 2-5 years
 |  |  |
|  | * Over 5 years
 |  |  |
|  |  |
|  | **Section 7. Finance** |
|  |  | **Yes** | **No** |  |
|  | Do you have the necessary finance in place to fund your proposed self-build/custom build project? |  |  |  |
|  | Will you need to sell your current home in order to finance the project? |  |  |  |
|  |  |
|  | What is your estimated maximum budget for building your home, including site purchase costs? **Please tick one box only** |
|  | * £100,000
 |  |  |
|  | * £150,000
 |  |  |
|  | * £200,000
 |  |  |
|  | * £250,000
 |  |  |
|  | * £300,000
 |  |  |
|  | * £350,000
 |  |  |
|  | * £400,000
 |  |  |
|  | * £450,000
 |  |  |
|  | * Over £500,000
 |  |  |
|  |  |
|  | **Section 8 - Any other comments in relation to the questions on this form?** |
|  |  |
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|  |
|  |  |
|  | **Section 9 – Data Protection, Declaration and Signature** |
|  |  |
|  | **Data Protection Act 2018 & General Data Protection Regulation 2018** |
|  | The information provided above will be held by Bedford Borough Council in relation to self/custom build housing only. It will be held in accordance with the Council's Data Protection Policy which may be found on the Council's website at the following link: <http://www.bedford.gov.uk/gdprprivacy>. If at any time you would like to remove your name from the Register and your details from our records, please let us know by sending an e-mail to housing.strategy@bedford.gov.uk, phone 01234 718585 or write to: Housing Strategy Team, Bedford Borough Council, Room 415, Borough Hall, Cauldwell Street, Bedford, MK42 9AP |
|  | **Declaration** |
|  | I confirm that the information I have provided on this form is true and correct and I have not deliberately given false or misleading information or withheld any relevant information in my application (please tick the box) |
|  |  |  |
|  |  |
|  | **Signed** |  |
|  |  |
|  | **Date** |  |
| Please return this form, attaching scanned copies of any supporting documents, to housing.strategy@bedford.gov.uk. If you prefer you can print the form, complete a paper copy and send it, along with any photocopies of supporting documents, to Housing Strategy Team, 4th Floor Borough Hall, Cauldwell Street, Bedford, MK42 9AP. |

July 2021

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|  | **Self-Build & Custom Housebuilding Register Application Form – ASSOCIATION MEMBER 2** |
|  | Self-build and custom build housing is built by individuals or groups for their own use, either by building a home themselves (self-build) or by working with a builder (custom build). The Government recognises that homes built in this way are often cheaper, greener, more affordable and more innovatively designed than standard market housing and they offer a real alternative to buying 'off the peg' houses that may not meet your household's needs. |
|  |  |
|  | If you would like to be included on Bedford Borough Council's Self Build & Custom Housebuilding Register (the Register) you must complete an application form. Complete this form if you are a member of an Association of self-builders.  |
|  |  |
|  | Please refer to the Guidance Note when completing this form. |
|  |  |
|  | **Section 1 - Qualification to be included on the Register** |
|  | All applicants must complete this section. If you cannot confirm all of the following (1a, 1b and 1c) you are not eligible to join the Register. We may ask for evidence to support your answers but you do not need to submit it at this stage. |
|  |  |
| 1a | I confirm that I am 18 years of age or over |  |  |
|  |  |
| 1b | I confirm that I am (**please tick at least one of the following three options**) |
|  | * a British Citizen
 |  |  |
|  | * a national of a European Economic Area State other than the UK
 |  |  |
|  | * a national of Switzerland
 |  |  |
|  |  |
| 1c | I confirm that I am/we are looking for a plot to build a home that will be my/our sole or main residence |  |  |
|  |  |
|  | **Section 2 - About you** |
|  | All applicants must complete sections 2a to 2d  |
|  |  |
| 2a | Title (Mr, Mrs, Dr, etc.) |  |  |
|  | First Name |  |  |
|  | Surname |  |  |
|  | Address 1 |  |  |
|  | Address 2 |  |  |
|  | Address 3 |  |  |
|  | Address 4 |  |  |
|  | Post Code |  |  |
|  |  |
| 2b | Date of birth (xx/xx/xxxx) |  |  |
|  |  |
| 2c | Email address (if you have one) |  |  |
|  |  |
| 2d | Phone number we can contact you on to discuss your application  |  |  |
|  |  |
|  |  | **Yes** | **No** |
| 2e | Have you registered your interest to build a self or custom build property with any other local authority? |  |  |
|  |  |
|  | **Section 3. Connection to Bedford Borough (Local Eligibility)** |
|  |  |
|  | Bedford Borough Council's Self-build & Custom Housebuilding Register is held in two parts. To qualify for Part 1, you must meet **at least one** of the following local eligibility criteria. You must provide suitable evidence in support of your application (please see the Guidance Note). |
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|  |  |
| 3a | I live/have lived in Bedford Borough for at least 3 of the last 5 years |  |
| 3b | I have a close relative who has lived in Bedford Borough for at least three of the last 5 years (mother, father, sister, brother, grandparents, grandchildren, adult children & corresponding step relations) |  |
| 3c | I have worked, or have a household member who has worked, in permanent employment in Bedford Borough for an average of at least 16 hours per/wk over the past twelve weeks, or have retired and have fulfilled this criterion immediately prior to retirement  |  |
| 3d | I am a member of HM Armed Forces or have left the Armed Forces within the last 5 years |  |
|  |  |
|  | If you qualify to go on the Register (Section 1) but cannot demonstrate a local connection (Section 3) your Association’s details will be placed on Part 2 of the Register. |
|  |  |
|  | **Section 4 – Location Preference** |
|  |  |
|  | Where is / are your preferred location(s) to build in Bedford Borough?  |
|  |  |
| 4a | Anywhere in areas A-G below (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
| 4b | Any of the areas below except Area A (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
|  | Alternatively, please choose up to three preferred areas from the options below and enter them, in order of preference, into the boxes beneath the table. This information will help the Council to understand the locations that most registrants want to build but it will not limit your future choices. |
|  |  |
|  | **Location** | **Area**  |  |
|  | Bedford Town & Kempston Town (including Brickhill and Gt Denham Urban Parishes) | A |  |
|  | Dean & Shelton, Melchbourne & Yielden, Swineshead & Pertenhall, Riseley, Bolnhurst & Keysoe, Little Staughton parishes | B |  |
|  | Wymington, Knotting & Souldrop, Podington, Odell, Sharnbrook, Bletsoe, Thurleigh, Harrold, Felmersham & Radwell parishes | C |  |
|  | Carlton & Chellington, Pavenham, Milton Ernest, Turvey, Stevington, Oakley, Clapham parishes | D |  |
|  | Bromham, Stagsden, Biddenham, Kempston Rural, Wootton, Stewartby parishes | E |  |
|  | Elstow, Wixams, Wilshamstead, Shortstown, Cotton End, Cardington, Cople, Willington parishes | F |  |
|  | Great Barford, Renhold, Ravensden, Wilden, Wyboston, Chawston & Colesden, Roxton, Little Barford, Colmworth, Staploe parishes | G |  |
|  |  |
| 4c | * Preferred Area Option 1
 |  |  |
|  | * Preferred Area Option 2
 |  |  |
|  | * Preferred Area Option 3
 |  |  |
|  |  |
|  |  |
|  | **Section 5. Self / Custom Build Preferences** |
|  |  |
| 5a | Why do you wish to self/custom-build? **Please tick all that apply** |
|  | * To purposely design for disability needs
 |  |  |
|  | * For improved eco performance
 |  |  |
|  | * To join in with a community-led build
 |  |  |
|  | * To improve my / our construction-related skills
 |  |  |
|  | * To design/build my / our own property
 |  |  |
|  | * To build a property cheaper than can buy on the market
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5b | What type of self/custom build are you interested in? **Please tick one box only** |  |  |
|  | * Self-build
 |  |  |
|  | * Custom build
 |  |  |
|  | * Either
 |  |  |
|  |  |
|  |  |
| 5c | Please confirm your preference(s) from the following. **Please tick one box only** |  |  |
|  | * Standalone self-build / custom build plot
 |  |  |
|  | * Individual self-build as part of a larger site with other self-build plots
 |  |  |
|  | * Either
 |  |  |
|  |  |
| 5d | What type of dwelling are you seeking to build? **Please tick all that apply** |  |  |
|  | * Detached house
 |  |  |
|  | * Semi-detached house
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|  | * Terraced house
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|  | * Detached bungalow
 |  |  |
|  | * Semi-detached bungalow
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5e | How many bedrooms do you intend your self-build/custom build property to have? **Please tick one box only** |
|  | * 1-2 bedrooms
 |  |  |
|  | * 3-4 bedrooms
 |  |  |
|  | * More than 4 bedrooms
 |  |  |
|  |  |
|  | **Section 6. Timescales** |
|  |  |
|  | When do you intend to start building? **Please tick one box only** |
|  | * Under 2 years
 |  |  |
|  | * 2-5 years
 |  |  |
|  | * Over 5 years
 |  |  |
|  |  |
|  | **Section 7. Finance** |
|  |  | **Yes** | **No** |  |
|  | Do you have the necessary finance in place to fund your proposed self-build/custom build project? |  |  |  |
|  | Will you need to sell your current home in order to finance the project? |  |  |  |
|  |  |
|  | What is your estimated maximum budget for building your home, including site purchase costs? **Please tick one box only** |
|  | * £100,000
 |  |  |
|  | * £150,000
 |  |  |
|  | * £200,000
 |  |  |
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|  | **Section 8 - Any other comments in relation to the questions on this form?** |
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|  | **Section 9 – Data Protection, Declaration and Signature** |
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|  | **Declaration** |
|  | I confirm that the information I have provided on this form is true and correct and I have not deliberately given false or misleading information or withheld any relevant information in my application (please tick the box) |
|  |  |  |
|  |  |
|  | **Signed** |  |
|  |  |
|  | **Date** |  |
| Please return this form, attaching scanned copies of any supporting documents, to housing.strategy@bedford.gov.uk. If you prefer you can print the form, complete a paper copy and send it, along with any photocopies of supporting documents, to Housing Strategy Team, 4th Floor Borough Hall, Cauldwell Street, Bedford, MK42 9AP. |

July 2021

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|  |  |
|  | **Self-Build & Custom Housebuilding Register Application Form – ASSOCIATION MEMBER 3** |
|  | Self-build and custom build housing is built by individuals or groups for their own use, either by building a home themselves (self-build) or by working with a builder (custom build). The Government recognises that homes built in this way are often cheaper, greener, more affordable and more innovatively designed than standard market housing and they offer a real alternative to buying 'off the peg' houses that may not meet your household's needs. |
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|  | Please refer to the Guidance Note when completing this form. |
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| 1b | I confirm that I am (**please tick at least one of the following three options**) |
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 |  |  |
|  | * a national of a European Economic Area State other than the UK
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|  | * a national of Switzerland
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| 1c | I confirm that I am/we are looking for a plot to build a home that will be my/our sole or main residence |  |  |
|  |  |
|  | **Section 2 - About you** |
|  | All applicants must complete sections 2a to 2d  |
|  |  |
| 2a | Title (Mr, Mrs, Dr, etc.) |  |  |
|  | First Name |  |  |
|  | Surname |  |  |
|  | Address 1 |  |  |
|  | Address 2 |  |  |
|  | Address 3 |  |  |
|  | Address 4 |  |  |
|  | Post Code |  |  |
|  |  |
| 2b | Date of birth (xx/xx/xxxx) |  |  |
|  |  |
| 2c | Email address (if you have one) |  |  |
|  |  |
| 2d | Phone number we can contact you on to discuss your application  |  |  |
|  |  |
|  |  | **Yes** | **No** |
| 2e | Have you registered your interest to build a self or custom build property with any other local authority? |  |  |
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|  | **Section 3. Connection to Bedford Borough (Local Eligibility)** |
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|  |  |
|  | **Section 4 – Location Preference** |
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|  | Where is / are your preferred location(s) to build in Bedford Borough?  |
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|  | **Location** | **Area**  |  |
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|  | Dean & Shelton, Melchbourne & Yielden, Swineshead & Pertenhall, Riseley, Bolnhurst & Keysoe, Little Staughton parishes | B |  |
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|  | Carlton & Chellington, Pavenham, Milton Ernest, Turvey, Stevington, Oakley, Clapham parishes | D |  |
|  | Bromham, Stagsden, Biddenham, Kempston Rural, Wootton, Stewartby parishes | E |  |
|  | Elstow, Wixams, Wilshamstead, Shortstown, Cotton End, Cardington, Cople, Willington parishes | F |  |
|  | Great Barford, Renhold, Ravensden, Wilden, Wyboston, Chawston & Colesden, Roxton, Little Barford, Colmworth, Staploe parishes | G |  |
|  |  |
| 4c | * Preferred Area Option 1
 |  |  |
|  | * Preferred Area Option 2
 |  |  |
|  | * Preferred Area Option 3
 |  |  |
|  |  |
|  |  |
|  | **Section 5. Self / Custom Build Preferences** |
|  |  |
| 5a | Why do you wish to self/custom-build? **Please tick all that apply** |
|  | * To purposely design for disability needs
 |  |  |
|  | * For improved eco performance
 |  |  |
|  | * To join in with a community-led build
 |  |  |
|  | * To improve my / our construction-related skills
 |  |  |
|  | * To design/build my / our own property
 |  |  |
|  | * To build a property cheaper than can buy on the market
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5b | What type of self/custom build are you interested in? **Please tick one box only** |  |  |
|  | * Self-build
 |  |  |
|  | * Custom build
 |  |  |
|  | * Either
 |  |  |
|  |  |
|  |  |
| 5c | Please confirm your preference(s) from the following. **Please tick one box only** |  |  |
|  | * Standalone self-build / custom build plot
 |  |  |
|  | * Individual self-build as part of a larger site with other self-build plots
 |  |  |
|  | * Either
 |  |  |
|  |  |
| 5d | What type of dwelling are you seeking to build? **Please tick all that apply** |  |  |
|  | * Detached house
 |  |  |
|  | * Semi-detached house
 |  |  |
|  | * Terraced house
 |  |  |
|  | * Detached bungalow
 |  |  |
|  | * Semi-detached bungalow
 |  |  |
|  | * Other (please specify)
 |  |  |
|  |  |
| 5e | How many bedrooms do you intend your self-build/custom build property to have? **Please tick one box only** |
|  | * 1-2 bedrooms
 |  |  |
|  | * 3-4 bedrooms
 |  |  |
|  | * More than 4 bedrooms
 |  |  |
|  |  |
|  | **Section 6. Timescales** |
|  |  |
|  | When do you intend to start building? **Please tick one box only** |
|  | * Under 2 years
 |  |  |
|  | * 2-5 years
 |  |  |
|  | * Over 5 years
 |  |  |
|  |  |
|  | **Section 7. Finance** |
|  |  | **Yes** | **No** |  |
|  | Do you have the necessary finance in place to fund your proposed self-build/custom build project? |  |  |  |
|  | Will you need to sell your current home in order to finance the project? |  |  |  |
|  |  |
|  | What is your estimated maximum budget for building your home, including site purchase costs? **Please tick one box only** |
|  | * £100,000
 |  |  |
|  | * £150,000
 |  |  |
|  | * £200,000
 |  |  |
|  | * £250,000
 |  |  |
|  | * £300,000
 |  |  |
|  | * £350,000
 |  |  |
|  | * £400,000
 |  |  |
|  | * £450,000
 |  |  |
|  | * Over £500,000
 |  |  |
|  |  |
|  | **Section 8 - Any other comments in relation to the questions on this form?** |
|  |  |
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|  |  |
|  | **Section 9 – Data Protection, Declaration and Signature** |
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|  | **Data Protection Act 2018 & General Data Protection Regulation 2018** |
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|  | **Declaration** |
|  | I confirm that the information I have provided on this form is true and correct and I have not deliberately given false or misleading information or withheld any relevant information in my application (please tick the box) |
|  |  |  |
|  |  |
|  | **Signed** |  |
|  |  |
|  | **Date** |  |
| Please return this form, attaching scanned copies of any supporting documents, to housing.strategy@bedford.gov.uk. If you prefer you can print the form, complete a paper copy and send it, along with any photocopies of supporting documents, to Housing Strategy Team, 4th Floor Borough Hall, Cauldwell Street, Bedford, MK42 9AP. |

July 2021

|  |  |
| --- | --- |
|  |  |
|  | **Self-Build & Custom Housebuilding Register Application Form – ASSOCIATION MEMBER 4** |
|  | Self-build and custom build housing is built by individuals or groups for their own use, either by building a home themselves (self-build) or by working with a builder (custom build). The Government recognises that homes built in this way are often cheaper, greener, more affordable and more innovatively designed than standard market housing and they offer a real alternative to buying 'off the peg' houses that may not meet your household's needs. |
|  |  |
|  | If you would like to be included on Bedford Borough Council's Self Build & Custom Housebuilding Register (the Register) you must complete an application form. Complete this form if you are a member of an Association of self-builders.  |
|  |  |
|  | Please refer to the Guidance Note when completing this form. **If there are more than 4 members in the Association, please copy and paste this form below, for each of the remaining members, amending the “Association Member” number (above) as appropriate.** |
|  |  |
|  | **Section 1 - Qualification to be included on the Register** |
|  | All applicants must complete this section. If you cannot confirm all of the following (1a, 1b and 1c) you are not eligible to join the Register. We may ask for evidence to support your answers but you do not need to submit it at this stage. |
|  |  |
| 1a | I confirm that I am 18 years of age or over |  |  |
|  |  |
| 1b | I confirm that I am (**please tick at least one of the following three options**) |
|  | * a British Citizen
 |  |  |
|  | * a national of a European Economic Area State other than the UK
 |  |  |
|  | * a national of Switzerland
 |  |  |
|  |  |
| 1c | I confirm that I am/we are looking for a plot to build a home that will be my/our sole or main residence |  |  |
|  |  |
|  | **Section 2 - About you** |
|  | All applicants must complete sections 2a to 2d  |
|  |  |
| 2a | Title (Mr, Mrs, Dr, etc.) |  |  |
|  | First Name |  |  |
|  | Surname |  |  |
|  | Address 1 |  |  |
|  | Address 2 |  |  |
|  | Address 3 |  |  |
|  | Address 4 |  |  |
|  | Post Code |  |  |
|  |  |
| 2b | Date of birth (xx/xx/xxxx) |  |  |
|  |  |
| 2c | Email address (if you have one) |  |  |
|  |  |
| 2d | Phone number we can contact you on to discuss your application  |  |  |
|  |  |
|  |  | **Yes** | **No** |
| 2e | Have you registered your interest to build a self or custom build property with any other local authority? |  |  |
|  |  |
|  | **Section 3. Connection to Bedford Borough (Local Eligibility)** |
|  |  |
|  | Bedford Borough Council's Self-build & Custom Housebuilding Register is held in two parts. To qualify for Part 1, you must meet **at least one** of the following local eligibility criteria. You must provide suitable evidence in support of your application (please see the Guidance Note). |
|  |  |
|  |  |
| 3a | I live/have lived in Bedford Borough for at least 3 of the last 5 years |  |
| 3b | I have a close relative who has lived in Bedford Borough for at least three of the last 5 years (mother, father, sister, brother, grandparents, grandchildren, adult children & corresponding step relations) |  |
| 3c | I have worked, or have a household member who has worked, in permanent employment in Bedford Borough for an average of at least 16 hours per/wk over the past twelve weeks, or have retired and have fulfilled this criterion immediately prior to retirement  |  |
| 3d | I am a member of HM Armed Forces or have left the Armed Forces within the last 5 years |  |
|  |  |
|  | If you qualify to go on the Register (Section 1) but cannot demonstrate a local connection (Section 3) your Association’s details will be placed on Part 2 of the Register. |
|  |  |
|  | **Section 4 – Location Preference** |
|  |  |
|  | Where is / are your preferred location(s) to build in Bedford Borough?  |
|  |  |
| 4a | Anywhere in areas A-G below (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
| 4b | Any of the areas below except Area A (**If you choose this option please do not tick any other box in Section 4 move on to Section 5**) |  |
|  | Alternatively, please choose up to three preferred areas from the options below and enter them, in order of preference, into the boxes beneath the table. This information will help the Council to understand the locations that most registrants want to build but it will not limit your future choices. |
|  |  |
|  | **Location** | **Area**  |  |
|  | Bedford Town & Kempston Town (including Brickhill and Gt Denham Urban Parishes) | A |  |
|  | Dean & Shelton, Melchbourne & Yielden, Swineshead & Pertenhall, Riseley, Bolnhurst & Keysoe, Little Staughton parishes | B |  |
|  | Wymington, Knotting & Souldrop, Podington, Odell, Sharnbrook, Bletsoe, Thurleigh, Harrold, Felmersham & Radwell parishes | C |  |
|  | Carlton & Chellington, Pavenham, Milton Ernest, Turvey, Stevington, Oakley, Clapham parishes | D |  |
|  | Bromham, Stagsden, Biddenham, Kempston Rural, Wootton, Stewartby parishes | E |  |
|  | Elstow, Wixams, Wilshamstead, Shortstown, Cotton End, Cardington, Cople, Willington parishes | F |  |
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|  |  |
|  | **Signed** |  |
|  |  |
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