

- visit the area where the vacant social rented home is situated to help them decide if it is suitable for their needs
- speak to their family, friends or advisors about the home they are thinking of bidding for

### An eligible bid

An eligible bid is one which is

- for a property of the right size for which the applicant is eligible
- for the right Demand Group
- meets any specific criteria in the advert

Bids for homes where the applicant's circumstances do not meet the advertised criteria will not be accepted.

### **IMPORTANT**

**ALL APPLICANTS MUST ONLY BID FOR A SOCIAL RENTED HOME THEY HAVE CONSIDERED THEY CAN REASONABLY AFFORD AND ARE PREPARED TO MOVE INTO. IF AN APPLICANT BIDS FOR A HOME AND RECEIVES A FORMAL WRITTEN OFFER FOR THE PROPERTY, THE CONSEQUENCES OF REFUSING THE OFFER OF THE CHOSEN HOME CAN BE SERIOUS.**

**The consequences of refusing an offer are described in the Allocations Scheme**

### Short listing successful Bidders

The Housing Allocations Team will start short listing successful bidders after the deadline for bidding has closed. The deadline for bidding is usually midnight on Sunday.

Shortlisted applicants with the highest priority will be contacted with the viewing details and be invited to view the vacant property. The viewing must take place within the time available. Applicants who are not able to do so or need help to view a property must the Allocations Team. An applicant who does not follow this procedure will be treated as having refused the property.

If an applicant accepts the property they will be given advice on moving in and their application on the Housing Register will be cancelled.