

## Staircasing application form

As a shared owner, you are able to purchase further shares in your property in accordance with your lease. The option to purchase up to 100% ownership is available with most Shared Ownership leases. We can confirm details with you upon receipt of your application, or please phone our customer service team on 0800 145 6663. Please note that Abri Homes charge a processing fee of £180 (including VAT). This is payable upon completion.

We require certified ID (i.e. Passport or Driving Licence) from all applicants. Your application will not be processed until this is received

### Personal Details

Name:

Address:

Contact number:

Email:

### Share Information

What share do you currently own?	25%	30%	35%	40%
	45%	50%	55%	60%
	65%	70%	75%	80%
	Other			
How much would you like to staircase by?	10%	15%	20%	25%
	30%	35%	40%	45%
	50%	55%	60%	65%
	70%	75%	to 100%	

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## If you are not staircasing to 100%

How are you going to finance the staircasing? (you will be asked to supply evidence)

Access to funds

Savings

Mortgage

Re-mortgage

Other (Please specify)

## Mortgage Information

Who is your current lender?

What is your current mortgage balance?

New lender (if known)

New mortgage amount (if known)

To purchase additional shares, you will normally have to raise the additional sums in addition to your existing mortgage. Abri Homes will need to approve any mortgage offer you have. If your purchase of further shares takes you to 100% ownership this is not required.

## Improvements

If you have carried out improvements and have received Abri's prior written permission (as per the terms of your lease) these can be considered as part of staircasing. If you did not get permission for improvements, you may be charged a retrospective permission fee of £60.

Please contact us if you have home improvements you wish to have considered before completing this application form or instructing a valuation.

Please note it is the added value that the improvements bring to your property and not the actual cost of the works that are taken into account.

## Valuation

In order for us to be able to advise you what it will cost to staircase, we require a valuation to be carried out on your property. Please provide us with a valuation report from a RCS/FRICS registered surveyor.

Please note that a valuation is only valid for three months and should it expire, you will be liable for further costs for an up-to-date valuation.

