

# LiveWest

A home for everyone

Applying for  
your shared  
ownership home

---



# Who can apply?

In order to be considered for shared ownership, you will need to:

1. be unable to buy a similar property for your needs on the open market
2. have enough savings or access to sufficient funds to put towards the deposit and other purchasing costs, such as legal and moving costs
3. in most cases you will need to have a local connection to the area where you would like to buy. This condition may form part of a local planning agreement. We can help you check this if you are unsure
4. have a gross household income of less than £80,000 per year
5. not currently own or have an interest in another property (although you may apply once you have a buyer for your property)
6. be registered with and confirmed eligible for shared ownership by Help to Buy South. (please visit [helptobuyagent3.org.uk](http://helptobuyagent3.org.uk) or call 0800 456 1188)

## How do I proceed?

### 1 Eligibility Check



- You will need to apply with Help to Buy South who will confirm your eligibility.
- Once confirmed, you must register your interest in the development you wish to apply for.

Help to Buy is a Government backed scheme, and local agents ensure that affordable homes are available for those that need it in their area.

The sooner you register with Help to Buy South the better, as we cannot proceed without it. Make sure you register interest in the specific development you wish to apply for and provide us with your 11 digit reference number so we can access and progress your application.

### 2 Apply with us



Your next step is to apply with us. [Please click here to do this through the LiveWest website.](#)

If your preferred plot is available and you are the first to apply, LiveWest will check that you meet the local connection requirement if applicable and refer you to New Homes Mortgage Helpline to carry out your affordability assessment.

This is required by all of our customers looking to purchase a shared ownership home.

If the property you have applied for is not available we will contact you.

**Please be advised that LiveWest will only refer one application to New Homes Mortgage Helpline per property on a first come first served basis.**

In line with Anti-Money Laundering legislation, our procedure requires that you evidence the source of funds for your deposit or cash purchase. This can be a detailed bank statement which shows the account details, the saved amount, and also any periodic payments which have led to the amount being accrued. If you're a cashbuyer and the source of funds is from either a house sale, windfall or inheritance, then you will also be required to evidence this.

## When New Homes Mortgage Helpline contact you

### Step 1

The advisor will take you through the initial qualification before arranging the next stage of your assessment.

### Step 2

Your supporting documents will be requested; please provide them within 72 hours to secure your new home. New Homes Mortgage Helpline will confirm what documents to supply. Please note: If a joint application is made, both applicants will need to provide documents and must be named on the shared ownership lease and on any mortgage on the property.

### Step 3

When your documents have been received in full, the processing of your affordability assessment will take place. If you have not provided an agreement in principle but require a mortgage, New Homes Mortgage Helpline will do this for you at this stage. Please note that the response times for obtaining an agreement in principle vary with different lenders and this can affect the processing time of your assessment.

### Step 4

When New Homes Mortgage Helpline are satisfied that your affordability assessment is complete they will send it to LiveWest for approval.

Please note that although the time to completed an affordability assessment will vary, you have 72 hours from when New Homes Mortgage Helpline contact you to provide the requested documents.

As part of this service, we shall refer you to a third party [The New Homes Group Limited], who you may choose to share your personal data with. If you do choose to share your personal data with the third party, the third party will share some or all of your personal data with us so that we can perform our contractual and legal obligations in accordance with this service. We are obliged to use your data in accordance with applicable data protection laws. Details of how we may use your data can be found in our privacy policy, which can be found on our website: [livewest.co.uk/sites/default/files/2020-04/Privacy\\_Notice\\_2020.pdf](https://www.livewest.co.uk/sites/default/files/2020-04/Privacy_Notice_2020.pdf)

Your home or property may be repossessed if you don't keep up repayments on your mortgage.

NEW HOMES  
MORTGAGE  
HELPLINE



## Who are New Homes Mortgage Helpline?

New Homes Mortgage Helpline are a new homes mortgage specialist in the UK. They will talk you through your personal situation and help you establish your affordability for your new shared ownership home. They will also confirm that you meet any local connection

criteria required. Please note, although New Homes Mortgage Helpline will carry out your affordability assessment on behalf of LiveWest, you are not obliged to take a mortgage through them.



### LiveWest approval



Once you have registered with Help to Buy South and completed your affordability assessment with New Homes Mortgage Helpline, LiveWest will complete the final approval before contacting you with the outcome of your application. Please note

during our busiest times this may take up to five working days.

When LiveWest have approved your application, we will be able to formally offer you the property!

For further information about shared ownership, view our [website](#)

Click the link here to start your Help to Buy South application



Please note that although the time to completed an affordability assessment will vary, you have 72 hours from when New Homes Mortgage Helpline contact you to provide the requested documents. If you fail to provide your documents in this timeframe you are at risk of not securing the property.

For further information and Terms and Conditions, please view our LiveWest website.