

# Making a homeless application to the council

**Am I homeless?** Homeless doesn't just mean that you have nowhere to live, you might be;

- Staying at a friend's house
- Living in rundown accommodation that is affecting your health.
- Staying in a refuge, hostel or B&B
- At risk of violence or abuse at home

**How do I apply?** Go to your local council's housing department or homelessness unit and say you want to make a homeless application – **the council have to look into your situation.**

When you go to the council try to bring your;

- ID (Passport/Birth Certificate/Driving License)
- Proof of income (benefit book/wage slip)
- National Insurance number

They might turn you away if you are an asylum seeker, have lived abroad or have made a homeless application recently and your circumstances haven't changed.

**The Application** - you will need to fill out a **homeless application form**. A homelessness officer from the council will then talk to you about the application in an interview. If you want you can ask a friend or relative to sit with you for this.

## What does "priority need" mean?

This helps the council know who to house first. You will be in priority need if;

- You are 16-17
- You are 18-20 and have been in care, or are at risk of being exploited, or misusing drugs or alcohol.
- You are pregnant or are responsible for children.
- You are vulnerable for another reason.

**What happens now?** The council will look into your situation to find out if;

1. You fit the **definition of "homeless"** which is at the top of this page.
2. You are in **priority need**
3. You are not **intentionally homeless**
4. You **live/work or have family connections in the council area**. This is your "local connection"

## What does "intentionally homeless" mean?

It means that you didn't do something to stop yourself from becoming homeless.

The rules behind these tests are quite complicated. If the council says it won't help you call Shelter's helpline and speak to an adviser.

**If you pass all the tests** and the council agrees to house you, **you may have to wait in temporary accommodation** until a suitable home is available.

**If you don't pass the tests** and the council will not house you and you feel that their decision is wrong **contact Shelter's helpline and talk to an adviser** who will help you to work out what to do next. **Nowhere to stay?** The Council has to let you stay in temporary accommodation for a few weeks, and it must help you to find a new home

## Getting help from Shelter

If the council refuses to help you, call **Shelter's free housing advice helpline** on **0808 800 4444**. An adviser can tell you what you're entitled to and help you deal with the council.

**Shelter**  
Scotland