

ASTER GROUP “First Come, First Served” Shared Ownership homes allocation policy

SCOPE

- This policy applies to every allocation of a Shared Ownership home to a prospective customer.
- The policy applies to both new build and resale homes (unless the terms of a S106 Agreement dictate otherwise).
- We will ensure all prospective customers are aware of our policy approach when offering them a Shared Ownership home.
- We will ensure all prospective customers are aware of the process prior to incurring any costs.

POLICY STATEMENT

The demand for our Shared Ownership homes often far outstrips the supply. It is therefore imperative that we are clear in how we allocate and offer our Shared Ownership homes to prospective eligible customers.

In line with regulative guidance, we must be open in offering our shared ownership homes on a “**first come, first served basis**”. The exception to this is British Armed Forces personnel (either currently serving members or former members discharged in the last two years) who will be given priority wherever possible. While we aim to operate on a First Come, First Served basis, please note that this approach may vary depending on the development or specific circumstances.

Our “first come, first served” policy at Aster Group is based upon:

- Whoever is first to pass their initial online affordability assessment via TMP (The Mortgage People)

We will also operate a plot to applicant ratio. This is done to ensure that any potential customers are not inconvenienced unnecessarily with potential abortive costs.

Our plot to applicant ratio at Aster Group is:

- 2:1 for new build Shared Ownership homes
- 3:1 for resale Shared Ownership homes

We will introduce the plot to applicant ratio at the outset of our “first come, first served” policy.

MONITORING AND REVIEW

This policy will be reviewed every 3-months.

RELATED POLICIES AND PROCEDURES

- Surplus monthly income policy

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Aster Group is our over-arching corporate brand and comprises the following companies and charitable entities:
Charitable Registered Societies: Aster Group Limited No: 29573R. Aster Communities No: 31530R. Aster Living No: 29574R. Aster 3 Limited No: 7605. Synergy Housing Limited No: 31447R.
East Boro Housing Trust Limited No: 16946R. Central and Cecil Housing Trust No: 27693R. 55 London No: 7884. Aster Foundation is a CIO, No: 1198145.
Limited Liability Companies registered in England: Aster Homes Limited No: 06424046. Aster LD Limited No: 12341593. Aster Property Limited No: 04628065.
Aster Solar Limited No: 09476337. Silbury Housing Limited No: 07276148. Silbury Housing Holdings Limited No: 07273905. Enham Trust No: 00173199 a Charity registered in England No: 211235.
Central & Cecil Innovations Limited No: 08904605. Central & Cecil Construction Services Limited No: 08904580.
Public Limited Company registered in England: Aster Treasury PLC No: 08749672. Registered office for Synergy Housing Limited is Link House, First Floor, 25 West Street, Poole, Dorset, BH15 1LD.
Registered office for East Boro Housing Trust Limited is Faulkner House, 31 West Street, Wimborne, Dorset, BH21 1LS. Registered Office for Enham Trust is Enham Place, Enham Alamein, Andover, Hampshire, SP11 6JS.
Registered office for Central and Cecil Housing Trust, 55 London, Central & Cecil Innovations Limited and Central & Cecil Construction Services Limited is Cecil House, 266 Waterloo Road, London, SE1 8RQ.
Registered office for all other businesses is Sarsen Court, Horton Avenue, Devizes, Wiltshire, SN10 2AZ.
We hold and use your personal data in line with Data Protection law. You can find out more in our Privacy Notice at www.aster.co.uk/privacy.