



# Home Choice: User Guide

Housing Advice



1. Go to <http://homechoice.west-lindsey.gov.uk>



Apply here / Change your circumstances



Search & bid for properties



West Lindsey District Council

2. Click 'Useful Info' and then click 'Housing Advice'. This will open a new tab. Please click 'Next' at the bottom of the page

The image shows a screenshot of the 'Housing Advice Form' page. The header includes the West Lindsey Home Choice logo, text size controls (Increase / Decrease), and a language selection dropdown. The main content area is titled 'Housing Advice Form' and contains the following text:

**Homelessness**  
**What to do if you're homeless or threatened with homelessness**  
**Housing advice and preventing homelessness**  
West Lindsey District Council aim to prevent homelessness where it is possible. We deal with a range of issues and are available to provide advice about housing, homelessness, and what can be done to prevent homelessness. We suggest what to do, and who to contact.  
**Our housing options and homelessness service**  
The Home Choices team can assist people into private rented accommodation, negotiate with landlords, refer to support services if needed as well as manage the Choice Based Lettings system.  
The council will provide a Personalised Housing Plan for all applicants either homeless or at risk of homelessness within 56 days. The plan will attempt to look towards sustaining or securing accommodation for all applicants who approach the service.  
We will:

- try to help prevent you becoming homeless
- ask you to complete and sign a form, and provide us with relevant information and supporting documents
- talk to other people if necessary (for example, relatives, your landlord, or your GP)

To apply for advice please contact us on 01427 676676 or complete an online assessment form below. If it's out of hours please call 01427 613960.

**What the council will investigate?**  
When assessing how the council can help we have to consider a number of tests. These include:

- eligible for assistance (this is about whether you usually live in UK, your nationality, and your immigration status)
- homeless, or threatened with homelessness in 56 days
- in priority need (this will depend on your circumstances, for example, how old you are and who is in your household)
- intentionally homeless (this is about what you have or haven't done that has caused your homelessness; for example, if you failed to pay rent or mortgage when you could afford to, or moved out of a property when you could have stayed there)

and

- do you have a local connection with West Lindsey

### 3. Complete the form all the way through with supporting documents

West Lindsey Home Choice

Text size: Increase / Decrease Page 1 of 10(10%) Select Language

## Housing Advice Form

Fields marked with an \* must be filled in

### \*Your details

Forename \*

Surname \*

Date Of Birth \*

NI Number \*

Next

4. Your application will be sent to us and we will contact you with relevant information about your housing advice form.