

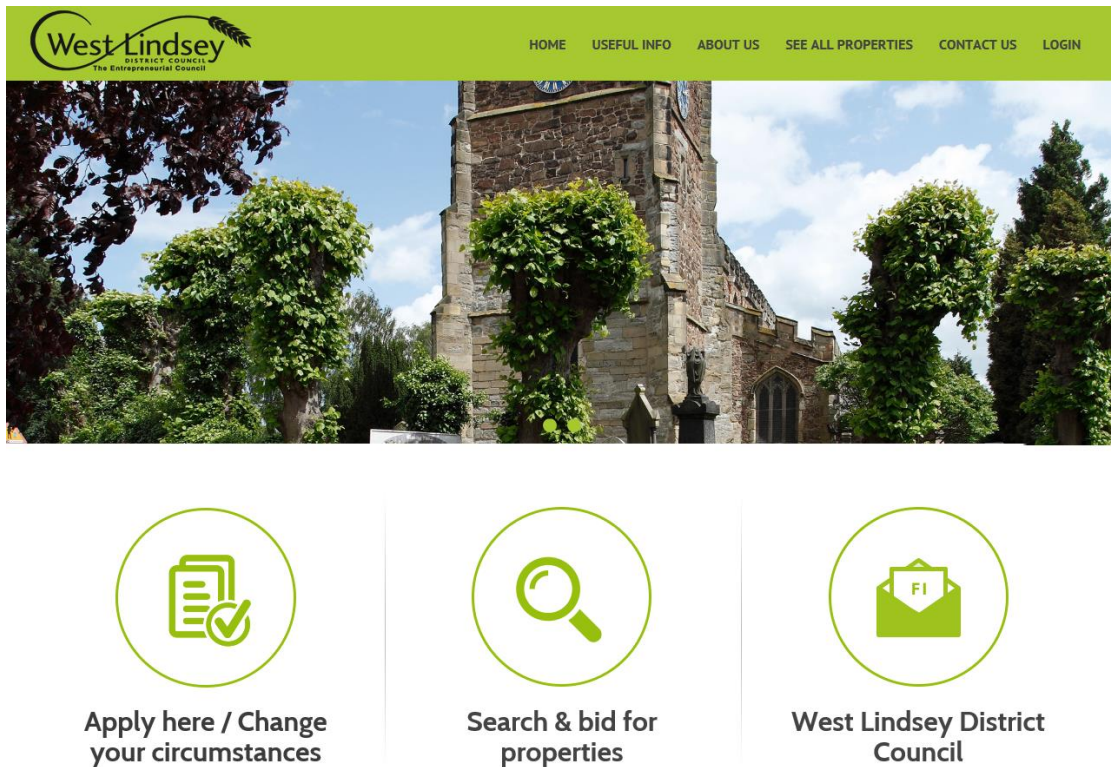


## Home Choice: User Guide

How to bid for a property



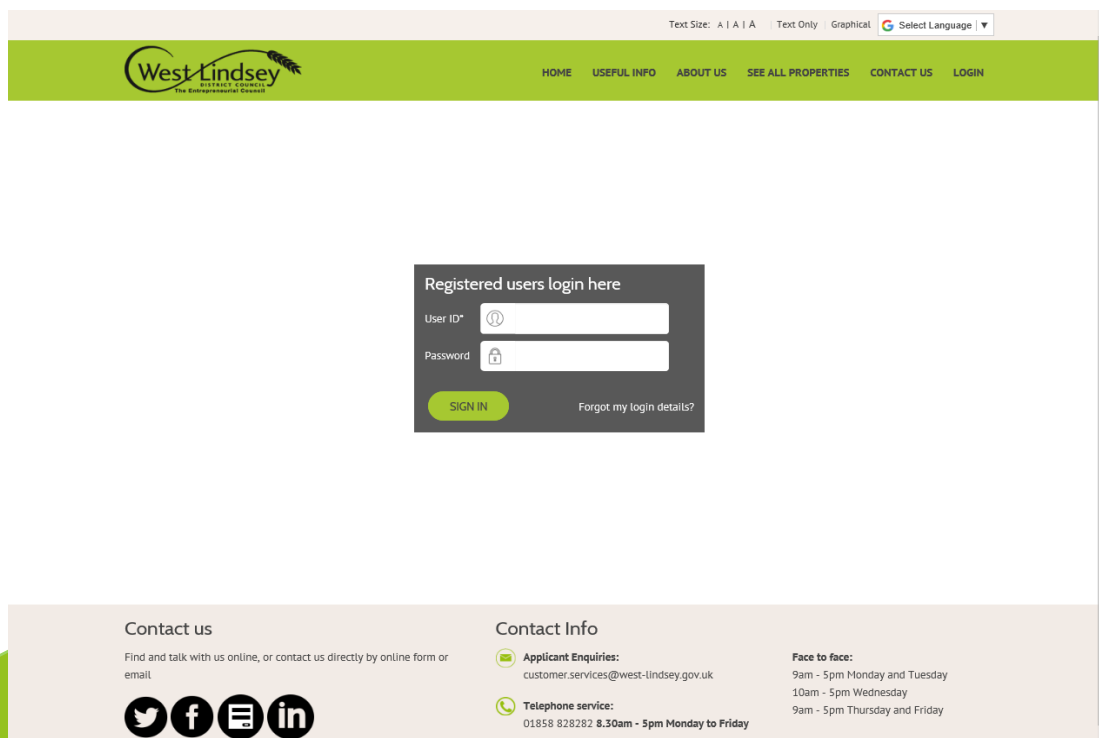
1. Go to <http://homechoice.west-lindsey.gov.uk>



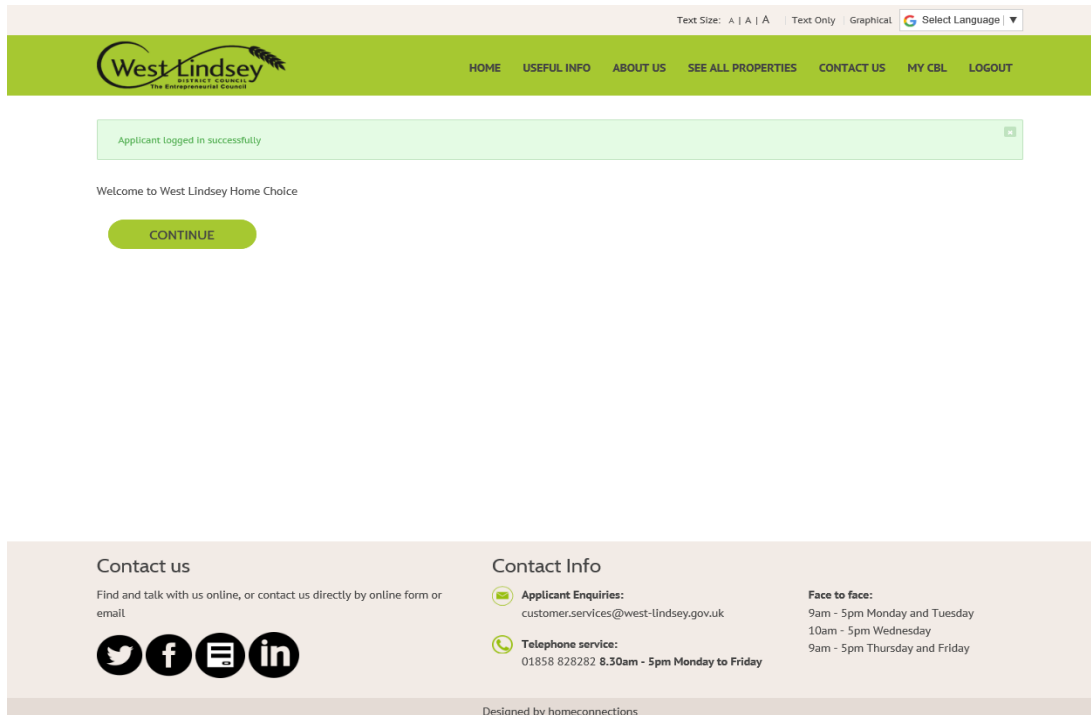
From here you are able to apply for housing advice/the housing register and search/bid for properties or visit the West Lindsey District Council home page.

To log in to bid for properties, click 'Login' in the top right hand corner.

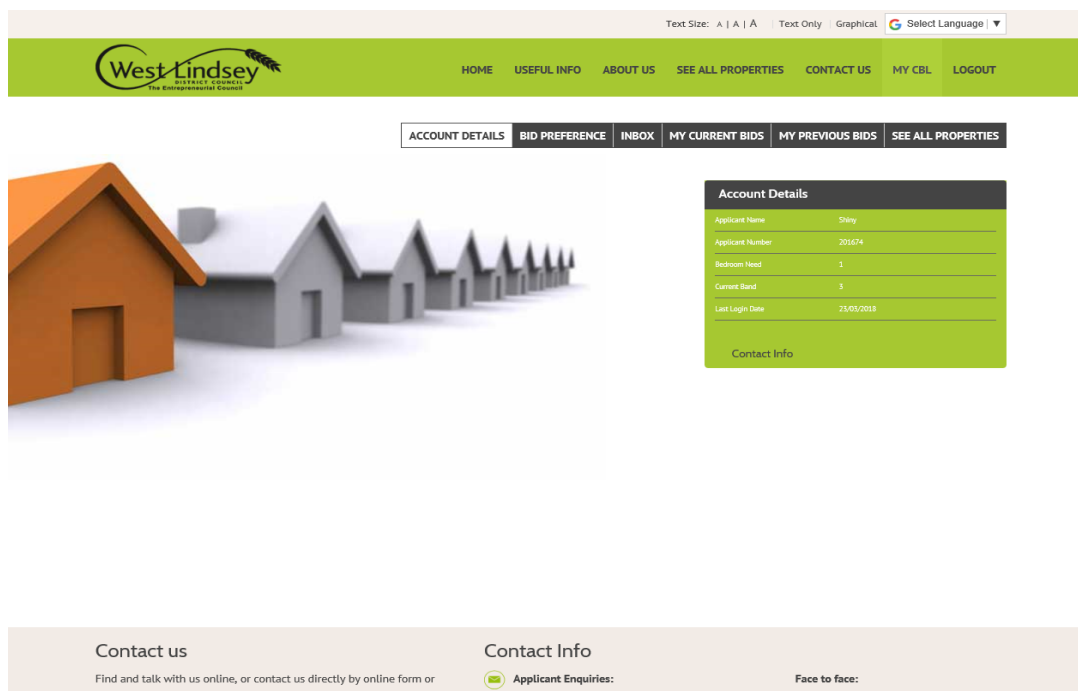
2. You can access your account by entering the username and password that have been sent through to you by email once your housing register application has been made live.



3. Once you have successfully logged in, click continue to be able to search and bid for properties.



4. The main screen will show you your account details, bid preference, inbox, current bids, previous bids and properties



5. 'See All Properties' at the top of the page will show you properties you are eligible for. To tailor your search, use the 'Basic Search'.

6. To bid for a property you would like click 'More Details' and then click 'Place a Bid'. You will only be allowed to bid for properties you are eligible for.

The bidding cycle finishes 00:00 Monday. Housing Providers will be in contact if you are successful for a property by the following Friday

