

## WHERE DO YOU APPLY

Application forms can be collected and returned at any of the following offices:



### Ministry of Housing and Urban Development

44-46 South Quay, Port of Spain  
Tel: 623-4663 ext/ 2257. 2227. 2194. 2170



### The Housing Development Corporation Sub-Office



### Sugar Industry Labour Welfare Committee (SILWC) Office

Corner Dove & Balisier Avenue,  
Couva  
Tel: 636-2772



### Tobago House of Assembly, Settlements Division

2nd Floor, Ansa McAl Building,  
Milford Road, Scarborough, Tobago  
Tel: 639-6800

All TTConnect Kiosks across  
Trinidad and Tobago



## MINISTRY OF HOUSING AND URBAN DEVELOPMENT

44-46 South Quay, Port of Spain

PROGRAMME MONITORING AND COORDINATING UNIT (PMCU)

### APPLICATION FORM

## HOME CONSTRUCTION SUBSIDY (HCS) PROGRAMME

INTER AMERICAN DEVELOPMENT BANK (IDB LOAN # 2469/OC-TT)

### 1. APPLICANT'S INFORMATION

National ID/Driver's Permit/Passport # _____		SEX <input type="checkbox"/> M <input type="checkbox"/> F			
SURNAME _____	FIRST NAME _____	MIDDLE _____			
CITIZENSHIP/LEGAL RESIDENT _____	COUNTRY OF BIRTH _____	Date of Birth <table><tr><td>dd</td><td>mm</td><td>yr</td></tr></table>	dd	mm	yr
dd	mm	yr			

#### ADDRESS

NO & STREET	_____
VILLAGE/TOWN	_____
COUNTRY	_____

#### TELEPHONE(S)

HOME	_____
WORK	_____
CELL	_____

#### MAILING ADDRESS

NO & STREET	_____
VILLAGE/TOWN	_____
COUNTRY	_____

#### MARITAL STATUS

Single ☐ Married ☐ Divorced ☐ Separated ☐ Common Law ☐ Widowed ☐

### 2. CO-APPLICANT'S INFORMATION

National ID/Driver's Permit/Passport # _____		SEX <input type="checkbox"/> M <input type="checkbox"/> F			
SURNAME _____	FIRST NAME _____	MIDDLE _____			
CITIZENSHIP/LEGAL RESIDENT _____	COUNTRY OF BIRTH _____	Date of Birth <table><tr><td>dd</td><td>mm</td><td>yr</td></tr></table>	dd	mm	yr
dd	mm	yr			

#### ADDRESS

NO & STREET	_____
VILLAGE/TOWN	_____
COUNTRY	_____

#### TELEPHONE(S)

HOME	_____
WORK	_____
CELL	_____



# APPLICATION FORM

## HOME CONSTRUCTION SUBSIDY (HCS) PROGRAMME

INTER AMERICAN DEVELOPMENT BANK (IDB LOAN # 2469/OC-TT)

### 3. HOUSEHOLD DATA

IS THERE A DISABLED FAMILY MEMBER RESIDENT WITH YOU? Yes ☐ No ☐

Gross Monthly Household Income \$ \_\_\_\_\_

Select from the following:

(a) Salary ☐ (b) Pension ☐ (c) National Insurance ☐ (d) Self Employed ☐  
(e) Social Welfare ☐ (f) Disability Grant ☐ (g) Other- unemployed/student ☐

Have you received any assistance under the Ministry's Home Improvement or Emergency Grant? Yes ☐ No ☐

### 4. FINANCING

How will you be financing your contribution to the construction of your home?

SAVINGS ☐

LOAN/MORTGAGE ☐

MATERIALS/SWEAT EQUITY ☐

Has work started: Y/N

Date work started:

dd

mm

yr

### 5. APPROVALS

Would you require the use of one of the Ministry's approved proprietary plans? Yes ☐ No ☐

If not, do you have approved plans for construction? Yes ☐ No ☐

### 6. LAND TENURE

Is the land on which the house is to be built:

Freehold ☐

Leasehold ☐

Rental ☐

Regularised ☐

Other ☐

Do you have permission to build from land owner(s)? Yes ☐ No ☐

DO YOU OWN OR ARE YOU PART OWNER IN ANY OTHER PROPERTY? Yes ☐ No ☐

### SUPPORTING DOCUMENTS:

- ☐ Copies of applicant(s) Birth Certificates
- ☐ Copies of ID Card(s) and Passports
- ☐ Evidence of citizenship (where necessary)
- ☐ Copies of Marriage, Death, Divorce Certificates
- ☐ Copy of Title Deed or Deed of Lease or other Proof of Ownership e.g. rent receipts, permission letter from the Land Settlement Agency/owner of property
- ☐ Recent Pay Slip/ job letter/Affidavit attesting to Income for Self Employed
- ☐ Proof of Contribution
- ☐ Approved Plans for Home Construction
- ☐ Builders Estimate for construction
- ☐ Affidavit stating non ownership of additional property
- ☐ Copy of Utility bill (WASA, T&TEC, etc)

### DECLARATION:

Once initially selected, an assessment interview will be conducted to determine the success of your application.

Applicant's Name in Block

Co Applicant's Name in Block

I/we certify that the information given in this form is true to the best of my/our knowledge and belief. If there is anything in the information given above which is not true or which I/we do not believe to be true, I/we am/are aware that the Ministry of Housing and Urban Development is entitled to refuse my/our application.

Applicant's Signature

Co Applicant's Signature

Date \_\_\_\_\_

FOR OFFICIAL USE ONLY