

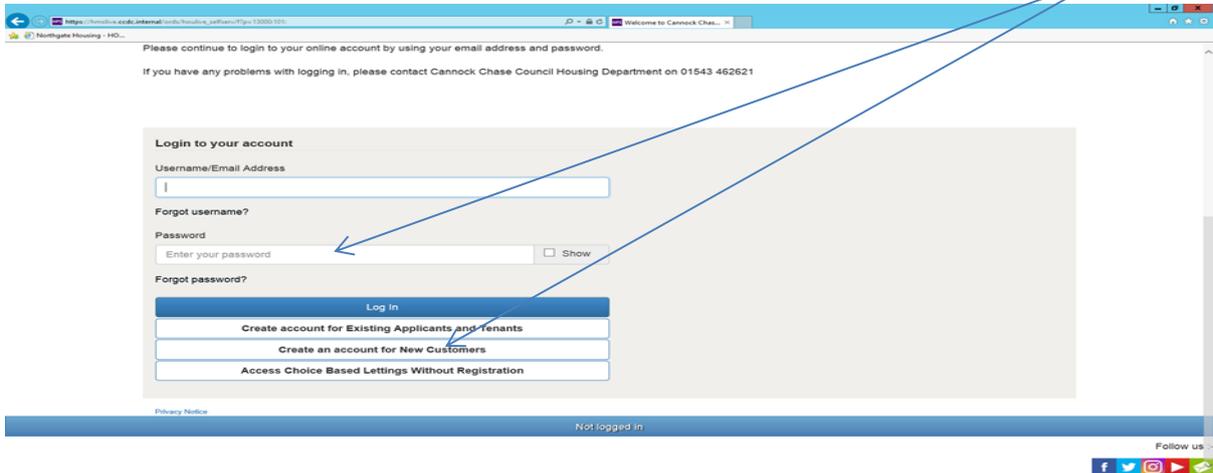
Housing Online



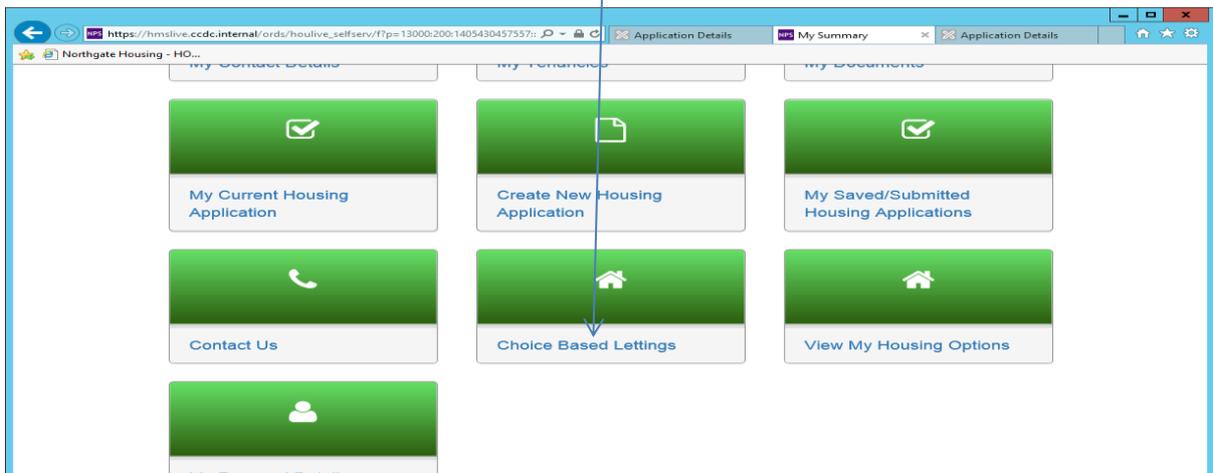
How to express interest in a property

What do I need to make an Expression of Interest?

1. You will need to log into the Housing Online using your password and email address. You can find the log in details on Council website or on the registration details sent to you.



2. On the home page choose choice based letting tab



3. The Actions menu takes you to welcome screen. Choose actions.



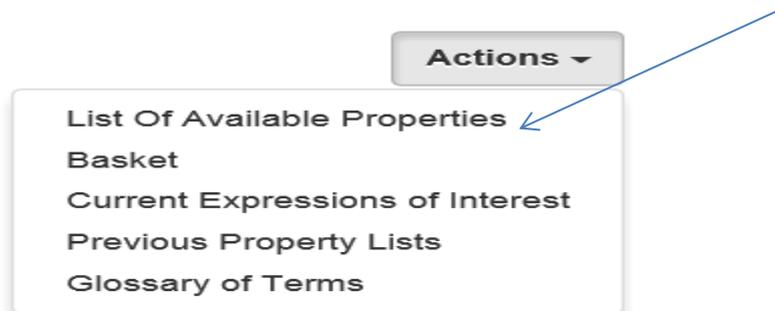
Welcome

Welcome.

Actions ▾



- Click on 'List of Available Properties'. This will take you to a page with a list of the properties that are available to you this week.



- List of Properties

You will then see a list of properties. Your registration emails tells you the types of homes you are allowed to expression interest in or bid on on and gives you lots of information.



- You can see more details about each available property by pressing the 'View Details' button.



Address:
Johnson
Road,
Cannock,
Staffordshire,
WS11 4BA

Reference: 18735

Bedrooms:
One

Property
Type: Bungalow

Rent: 66.20

[View Details](#)



7. The property information

Number of Bedrooms	One
Property Type	Bungalow
Cannock Chase Rent	66.20
No. of weeks rent required at sign up	One Weeks Rent Required
Age Restriction	Over 18
Notes	1 Bedroom Bungalow With Level Access Shower, suitable for those with Medical Need for Ground Floor, those 55 and over, or Existing Council Tenants aged 40 or over who are Under Occupying Property currently tenanted therefore PLEASE DO NOT APPROACH THIS PR
Additional Property Information	First weeks rent is payable at the tenancy sign including those who are currently in receipt of Housing Benefit. Payment can be made by Debit Card or Credit Card. Please Note Cash Payments Are Not Accepted.

Add to basket

Return to List of Properties

View Property Location

8. To apply for the property choose ADD to Basket/ Look at another property or the location.

Property successfully added to your basket

The following property has been successfully added to your basket -



5765 Address: Johnson Road, Cannock, Staffordshire, WS11 4BA

****Warning:** All properties in your basket will be removed if you disconnect from the Internet, close your browser or log off.**

Return To List Of Properties

View Basket

You can now go into VIEW BASKET

9. Apply

Below is the list of properties that you have selected and put in your basket. If you are happy with your choice then click the Apply button.

If you change your mind, you can remove them from this list by selecting the box next to the property you are no longer interested in and then click the Remove button.



5765 Address: Johnson Road, Cannock, Staffordshire, WS11 4BA

View Details

Remove

Apply

Back

Click 'Apply' to place bids for all properties in your basket or click 'Remove' to take a property away from your basket.



10. Application result

You will receive a message to say your bid has been successfully registered. If you change your mind you can go back to your bids and remove them, then go back to the list of properties for renting and start again.

Application Results

The following lists the results of the expressions of interest that you have just submitted. If you have any queries over any of them then please contact:

Void Edition End Date = Tuesday 8 December 2020 23:59

11. Alternatively you can go directing to the properties that are available.

Select the property of property you are eligible for and follow the steps above.