

Hampshire Home Choice Document Upload

How to Upload your supporting documents

You can upload your supporting documentation when you start a new application or complete an update or annual renewal online.

The following page appears before the final page of the application form when you are asked to 'submit form'.

Click on 'Select one or more files to upload' to select the document(s) you wish to upload.

Upload documents

If you are submitting a new application you will need to upload the following documents:

- Proof of identity (ID) for you and everyone in your household/on your application (Passport or birth certificate)
- Proof of current address (Council Tax letter, utility bill, benefits letter etc.)

If you are submitting an Update or Annual Renewal you do not need to upload your supporting documents again unless:

- You have moved address (please upload proof of your new address) or
- You are adding a new household member (please upload proof of ID for any new household members you are adding)

You may be asked to upload further documents depending on your circumstances.

If you cannot upload your documents, please email them to the Council dealing with your application. If you are unable to upload or send your documents by email you can post them to the relevant Council (**Copies accepted** – Please do not send original documents through the post).

Contact details can be found on the **Contact Us** page on this website.

Upload documents

Select one or more files to upload

You can also drag and drop files here

? What types of attachments are accepted?

Previously uploaded documents

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- ▼ 5. Application - General Details
- ▼ 6. Details About Your Current Home - General
- ▼ 7. Details About Your Current Home - Armed Forces Personnel & Tied Tenants
- ▼ 8. Details About Your Current Home - Landlord Details
- ▼ 9. Details About Your Current Home - Accommodation details
- ▼ 10. Details About Your Current Home - Repairs
- ▼ 11. Application - Housing History Details
- ▼ 12. Application - Housing & Support
- ▼ 13. Application - Health
- ▼ 14. Application - Housing Options
- ▼ 15. Application - Local Connections

You can also upload your supporting documents via their 'My Account' page on the website by clicking on 'Upload/Review documents'.

Documents can be uploaded to support any Update or Renewal where there has been a change in address or household members or where additional documentation has been requested.

My Account

Social housing Active

Application reference: HR301 -1 Band: Band 3 Actual Assessed Bed Need: 4

Priority Date: 07/10/2020

1
Eligible properties

View or update your Social Housing application form properties | Request closure | **Upload / Review documents** | Eligible

[? Click here for help on the My Account page](#)

Click on 'Select what type of document this is' to select the item type being attached.

Upload documents

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? What types of attachments are accepted?

TEST ID.docx 11.48 KB

Select what type of document this is *

** Please choose **

Upload Remove

Previously uploaded documents

- Current Home - Accommodation details
- ▼10. Details About Your Current Home - Repairs
- ▼11. Application - Housing History Details
- ▼12. Application - Housing & Support
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Click on 'Upload'.

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Proof of ID

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