



Where quality homes
are truly affordable



**New Build
HomeBuy**



New Build HomeBuy is a simple, affordable way to own your own home



How does it work?

You buy an initial share in your home - usually between 40% and 75% - and pay a discounted rent on the rest. The share that you buy will be the most you can afford based on an assessment of your finances.

Then, as your finances allow, you can buy further shares in your home as and when you choose, until you own it outright.

What are the initial costs?

Before you decide to buy, you need to consider all the initial costs. These include:

- a mortgage arrangement fee and a valuation fee
- your legal fees
- a deposit
- a reservation fee, and
- stamp duty (if applicable).



What are the ongoing costs?

Once you have bought a share in your home, you will have some ongoing costs and responsibilities. These include:

Mortgage

The amount you repay each month depends on the size of your mortgage and the interest rate you pay.

Rent

Your lease will state the amount of rent you will pay us each month. This will increase each year, in line with inflation – we will explain this to you when you apply.

Insurance

We insure the building and recover the cost of doing so through a separate monthly charge. You will need to take out another policy to insure the contents of your home from the date you move in.

Service charges

In some cases, especially if you buy an apartment or a maisonette, you may have to pay ground rent and service charges.

Repairs and utility bills

You will be responsible for repairing and maintaining your home, and for all utility bills.

Council tax

You will be responsible for paying council tax.

It is important that you do not fall behind with your payments. If you have trouble paying your rent, mortgage or service charges, you should discuss it with us and your lender as soon as possible.

Buying more shares

You can buy more shares in your property at any time. Please contact us for more information about this.

Home improvements

Before you carry out any work, you must get written approval from us, and in some cases also from your mortgage lender. You may also need planning permission and building regulations approvals.

Selling your home

You can sell your home at any time. First we will try to find a buyer for you, but if we have not found one after a certain period of time (typically four to eight weeks, depending on your lease agreement), you can sell it on the open market.

Please contact us for more information if you decide to sell.

Buying a New Build HomeBuy property

Once you have found a home you would like to apply for, you will need to follow these steps.

1. Send us your information

We will need to see:

- proof of your identity (passport, birth certificate or driving licence)
- proof of your savings
- your last three months' bank statements
- your latest P60
- your last three months' payslips, or last three years' accounts if you are self-employed
- details of loans or hire-purchase agreements
- a copy of your rent book, rent statement or mortgage statement, and
- a copy of your credit report (contact us if you need help with getting this).

Once we have this information from you, we will assess your credit rating and have a discussion with you to make sure you can afford all the costs of owning a home. In some cases, we also need to check that the local authority supports your application before we can offer you a property.

2. Reserve your plot

Once you have received our approval, we will send you a reservation form so that you can choose a plot, providing there is more than one property to choose from.

You will need to add your solicitor's details to the form (see 'Find a solicitor' on the next page), and send it with a cheque for £250.





3. Find a solicitor

We can provide a list of solicitors who are experienced in dealing with New Build HomeBuy. Before you commit to a solicitor, you should:

- call each one to find out how much they charge, including the fees for local searches and other costs associated with buying a property, and
- make sure you have written confirmation that we have approved your purchase and you have a plot.

Please let your solicitor know when we have confirmed your reservation. We will send you details of the solicitor acting on our behalf. Our solicitor will send the contract documents to your solicitor.

4. Get a mortgage

If you cannot afford to buy your share of the property outright, you will need a mortgage. We can provide a list of independent financial advisors who will help select and arrange a mortgage that is right for you, free of charge.

Your mortgage lender will arrange a mortgage valuation for you. You will have to get your mortgage offer and exchange contracts within the timescale we agree with you. Please send us a copy of your mortgage offer as soon as you receive it from your lender.

5. Exchange contracts

Once we have received all of the documents we need, it will be time to exchange contracts. You will sign a contract to buy the home, and we will sign another to sell it. Your solicitor will ask you to pay your deposit.

On exchanging contracts, the date for completion will be agreed, which is normally one or two weeks from this point.

6. Move in

When the big day arrives, we will hand over your keys, check all the meter readings and let the utility companies know you are the owner. You will need to register for council tax with your local authority.

And with that, the sale is complete. Welcome to your new home. We will be in touch and, if you want, we will also drop by to make sure you have settled in.



Any questions?

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