

CHOICE BASED LETTINGS SCHEME

10 Knowth Court, Poppintree, Dublin 11

Closing Date for Applications is Friday 3rd May 2024 at 5:00pm



PLEASE NOTE THAT ONLY SUCCESSFUL APPLICANTS WILL BE NOTIFIED

Dublin City Council is inviting applicants from all our waiting lists who have selected **Area D** as their area preference to express an interest in the above property. The property comprises of a kitchen/dining room, living room, bathroom and 3 bedrooms. Furnishings and white goods are not included. It is strongly recommended that you familiarise yourself with this dwelling/location before applying.

Please apply online by following this link:

<https://citizenhub.dublincity.ie/service/Choice Based Lettings Application>.

If you have done this you do not need to post or email in your application.

PLEASE NOTE LATE APPLICATIONS WILL NOT BE CONSIDERED

Procedure and Application Form

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1. If you need further information regarding the Choice Based Letting Scheme, please contact the Ballymun Area Office on 01-222-5610. All applicants must be listed for Area D. Please do not apply if you do not have Area D as a preference.
2. Applicants are invited to register their interest with Dublin City Council. Properties that become available for re-let in this area will be advertised in the Ballymun Civic Centre, Main Street, Ballymun, Dublin 9 or Housing Allocations, Civic Offices, Fishamble Street, Dublin 8 and the Dublin City Council website <https://www.dublincity.ie/residential/housing/i-am-looking-home/choice-based-lettings>.
3. Start date of Choice Based Letting advertisement is Friday, 12th April 2024 to Friday, 3rd May 2024 at 5:00pm.
4. Please apply online by following this link [https://citizenhub.dublincity.ie/service/Choice Based Lettings Application](https://citizenhub.dublincity.ie/service/Choice%20Based%20Lettings%20Application).
If unable to apply on-line this application form can be returned to the Ballymun Area Office or emailed to ballymuncbl@dublincity.ie.
5. If a number of applicants express an interest in the same property, the final offer will be made to the applicant with the highest position on the list. This will be subject to estate management clearance. As the final offer is made to the applicant in the highest position, there is no supporting documentation required as only position on your waiting list is considered.
6. All applications will be examined on estate management grounds including rent arrears.
7. A successful applicant who refuses a Choice Based Letting offer will not be eligible for consideration for another Choice Based Letting unit for a period of one year.
8. Under the Choice Based Letting Scheme only the successful applicant will be notified.
9. Please note late applications will not be considered.
10. As per your Social Housing Application form, Dublin City Council will process your Choice Based Letting application in line with GDPR Guidelines. Please see Dublin City Council Privacy Statement on Dublin City Council's website.

Application Form

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Name: _____

Address: _____

Family Size: _____

Housing Reference Number: _____

PPS Number: _____

Telephone/ Mobile Number: _____

Did you read and understand the procedures above: Yes _____ No _____

Signature: _____