



**MINISTRY OF NATIONAL HOUSING  
AND SOCIAL AMENITIES**

# HOUSING APPLICATION FORM

**How To Apply:**

1. Complete this form in **BLOCK LETTERS**.
2. Attach the following documents (proof of employment or proof of income, copy of identification, marriage certificate and 3 months bank statement)
3. Sign the application form.
4. Submit the application form at the nearest Ministry of National Housing and Social Amenities office

**Location**

Please indicate the area of preference

Province: .....

City / Town / Growth Point/ district service centres /rural service centres: .....

**Please indicate the preferred type of accommodation:**

a) Government Pool Properties (G.P.) - civil servants accommodation

b) Government Rented Accommodation with an option to purchase

Flat

Stand

House

**Section A – Personal details of the applicant**

Please circle: Mr. / Mrs / Ms / Miss / Dr / Prof

Sex: Male  Female

Marital Status: Single  Married.

Divorced  Widowed

First name(s): .....

Last name: .....

Date of birth: .....

Nationality: .....

E.C Number (if applicable): .....

I.D Number: .....

Occupation of applicant .....

Do you have any disability?      Yes       No

If yes, state the nature of disability .....

Number of dependants: .....

**Contact Details**

Home phone: .....      Work phone: .....

Mobile phone: .....      Email address: .....

Residential Address: .....

Postal address (if different from residential address, or if you expect to leave your current address)

: .....

**Spouse Details**

Full name.....      ID Number.....

Occupation.....      Contact.....

**Next of Kin**

(In case we are unable to contact you, please supply details of the person who could help us reach you).

Full name: .....      Relationship to applicant: .....

Address: .....

Home phone: .....      Work phone: .....

Mobile phone: .....      Email address: .....

**Reference**

Provide details of any person who can be used as your reference (not related to applicant) - for G.P Properties

Full name(s).....      Relationship to applicant: .....

Address: .....

Home phone: .....      Work phone: .....

Mobile phone: .....      Email address: .....

**Previous Accommodation**

Have you ever been a beneficiary of any government housing program      Yes       No

If yes, which program and location?  
.....  
.....

## Section B – Financial Status

Do you have any loans or outstanding mortgages with any financial institutions? Yes  No

If yes, please indicate the financial institutions:

.....  
.....

## Section C – Current Accommodation status

Rented

Institutional /Employer provided

Owned accommodation

Hotel accommodation

Mortgage

Other. Please specify:.....

## Part D– Declaration

### Statement of Privacy

The Ministry of National Housing and Social Amenities only collects personal information which is necessary to provide housing assistance.

**Note:** All the information you provide in this application will be treated with confidentiality and will be used for the purposes of this form **only**.

### Declaration by Applicant

Read the following sections carefully.

I..... (name/s in BLOCK LETTERS) declare that, to the best of my knowledge, the information provided in this application is true and correct.

1. I understand that I will be disqualified should I deliberately make a false or misleading statement in this application.
2. I authorise the Ministry of National Housing and Social Amenities staff to confirm any personal and financial background relevant to this application.
3. I understand that I must advise the Ministry of National Housing and Social Amenities of any changes to my personal details (for example changes in income, contact details, or household size) that may affect this application.

I have read and understood all the terms and conditions on this application

Signature..... Date ...../...../.....(dd/mm/yy)

**Office use only**

Ministry of National Housing and Social Amenities

Station.....

Received by.....

Date .....

Actioned by.....

Date .....

Application no. ....

**Application checklist**

- Identification  Yes
- Proof of residency  Yes  No
- Proof of income  Yes  No
- Bank statements  Yes  No
- Reference  Yes  No

OFFICIAL DATE STAMP

No

No

For further information, please contact The Ministry of National Housing and Social Amenities on +2638688007095 or visit [www.nationalhousing.gov.zw](http://www.nationalhousing.gov.zw)