

Required Documents for Affordable Housing

Document type	Document type JPEG, PNG, PDF
Income PAYE Employees	Employment Detail Summary for each applicant , (previously known as P60) which is available from www.ros.ie/myaccount AND Salary Certificate for each applicant completed by your employer, dated within the last 6 months (payslips not acceptable)
Income Self Employed	Documents for previous 2 years: - Audited/Certified Accounts, Current Tax Balancing Statement otherwise known as Statement of Liabilities (previously known as P21) and Current Preliminary Revenue Tax Payment Receipt.
Unemployed	You must provide a statement from the Department of Social Protection for the last 12 months.
Proof of Citizenship	Each applicant must provide current Valid Passport, Passport Card, EU/EEA Driving Licence (must contain photo), National Age Card issued by An Garda Siochana, an identification form with a photograph signed and stamped by a member of An Garda Siochana.
Proof of Right to Reside in Ireland	For non-EU applicants, valid copy of Irish Resident Permit, or GNIB card indicating stamp/permission type (Stamp 4,1, 1G, 5 etc)
Proof of Residency	Up to Date Formal Correspondence, such as a utility bill, TV licence, official government document such as, revenue, DSP, Bank Statements/ credit union, car tax clearly showing your name and address.
First Time Buyer	Help to Buy completed application, confirming approval. If you have not already applied for Help to Buy, you should do so now at www.ros.ie/myaccount . Alternatively, you can provide an affidavit from a solicitor confirming that you have never previously owned a dwelling or had an interest in a dwelling in Ireland or any State.
Fresh Start Principle	Applicants who believe they may qualify under the Fresh Start Principle must provide proof of legal separation / divorce documents / bankruptcy or personal insolvency.
Proof of Savings	It is a requirement to include statements dated within the last 3 months for each bank account / credit union / financial institution in which you hold an account, for the previous 6 months. Name and address of the account holder should be clearly visible. (online screenshots are not acceptable) . This includes all Current Accounts and Revolut. (For Revolut please provide a concise summary statement instead of multiple pages, and include a statement that shows any large, lodged sums.)
Proof of Finance – Evidence of Ability to Finance Purchase.	If you have not already applied for a mortgage, you should do so now. You must have your Loan Approval in Principle letter and should be valid and in date to apply for affordable housing. An AIP must be from a Pillar Bank. Pillar Banks are: Bank of Ireland, AIB, PTSB, Haven, EBS or Local Authority Home Loan . Your approved mortgage amount should be four times your gross household income. Applicants with a mortgage approval amount less than four times their income are required under the Affordable Housing Legislation to show that they have maximised their mortgage capacity (I.E Have borrowed as much as they are eligible for).