

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 Download a Salary Certificate for each applicant to be completed by your employer, dated within the last 6 months (Letter from Employer or 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.
Proof of Buyers Status: First Time Buyers: (Help to Buy)	<ul style="list-style-type: none"> ▪ Help to Buy Scheme (Revenue) You must provide a completed application, confirming approval. This approval must include name(s) of applicant(s) with PPSN and maximum entitlement under the scheme. Or ▪ If you are a First Time Buyer and not availing of the Help to Buy, please provide a Sworn Affidavit from a Solicitor confirming that you have never previously owned a dwelling in Ireland or any other 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 and Deposit Accounts	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 including all Current Accounts, Revolut and Shares, for the previous 6 months. Name and address of the account holder should be clearly visible. (online screenshots are not acceptable). (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.	<p>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.</p> <p>An AIP must be from a Pillar Bank. Pillar Banks are: Bank of Ireland, AIB, PTSB, Haven, EBS, Credit Union or Local Authority Home Loan.</p> <p>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).</p>