Right to Buy Policy - Quick Guide (V1.0).

What this policy is about

This quick guide provides a brief overview of the Right to Buy Policy. It explains who may be eligible, how to apply, what happens during the process, and what to consider before deciding to buy your home.

Who it applies to

The Right to Buy scheme is available to eligible Portsmouth Homes secure tenants who meet the legal criteria.

The property must be your main home and not excluded from the scheme.

Who may be eligible? *(See policy: Eligibility check p3)*

To qualify, you must usually:

- be a secure tenant with at least **3 years' qualifying tenancy** (this can include other public sector landlords)
- live in the property as your only or main home
- not live in sheltered or specialist housing
- not have serious debt, possession proceedings, or demolition plans affecting your home

Eligibility is assessed on a case-by-case basis.

Applying for Right to Buy *(See policy: Applying p.4)*

Before applying, you will be asked to complete an **eligibility pre-questionnaire** and provide proof of identity, tenancy and affordability.

If eligible, you will be issued with the official **Right to Buy application form (RTB1)**.

What happens next *(See policy: The offer p.4)*

Once your application is accepted:

- we will confirm whether you can buy within **8 weeks** (or **12 weeks** if you are buying leasehold)
- we will issue a **Section 125 offer notice** setting out the price, discount, and any estimated charges

Deciding to Buy *(See policy: Deciding to Buy p5)*

You have **12 weeks** to decide whether to proceed. If you disagree with the valuation, you can ask for an independent review.

You can withdraw at any time before completion, but your solicitor or lender may still charge fees.

Things to consider

Buying your home means taking on full responsibility for:

- mortgage payments
- repairs and maintenance
- service charges (for flats)

If you do not keep up with payments, you could lose your home.

Independent legal and financial advice is strongly recommended.

Support and advice *(See policy: Support p 5)*

Help and guidance is available from the Right to Buy team and independent advice services.

Further information

This is a summary only. For full details about eligibility, discounts, timescales and responsibilities, please refer to the Right to Buy Policy or contact Portsmouth Homes.

Information is available in alternative formats on request.

Link: Right to Buy Policy