

Right to Buy – property process and the application process

A rough guide to property valuations in Watford

Average values for a semi-detached property in the last 12 months – taken from Zoopla in April 2024 (review date April 2025)

- Coates Way = £465,000
- Haines Way = £410,000
- Leggatts Way = £437,000
- Meriden Way = £602,500
- Croxley View = £446,000
- Hazelwood Lane = £633,750

The maximum discount entitlement in Watford as of 6 April 2024 is £102,400.

How to apply:

1. **Right to Buy form (RTB1 form)** – this form must be completed in full and signed by all holders of the tenancy. Starting with [Part B](#), complete the table for each [tenant](#) (page 3). If you wish to share the Right to Buy with family member(s) who are not tenants, their details should be entered in the table for each [family member](#) (page 3).

When you reach [Part F: Signatures](#) (page 10), all holders of the tenancy must sign and complete for each [tenant](#) and (if required) [tenant\(s\) not wishing to buy](#) (page 11). Family member(s) wishing to buy with you must complete [family member](#) (page 11).

2. **Additional Information form** – this must also be completed in full and signed by all applicants and returned with the RTB1 form, before the application can proceed. It also authorises us to release information that your proposed lender may request.

Once completed, both forms must then be sent to Watford Community Housing for the attention of the Commercial and Sales team. A receipt letter will be sent in response.

- You will be required to provide photo identification (but only when requested) in the form of a valid passport/photo driving licence.
- Any family member(s) applying with you are required to provide proof of continuous residency for the previous 12 months at the address you are applying to purchase, in the form of bank statements/utility bills, or a marriage certificate if a spouse. They will also be required to provide photo identification (all again upon request).
- We will reply to your application after four weeks (eight weeks if any periods of tenancy are claimed with other public sector landlords).

For further information and to print off the RTB1 and the Additional Information forms, please visit the Watford Community Housing website at www.wcht.org.uk/RightToBuy

For a complete guide to the Right to Buy scheme and the process of applying, visit www.gov.uk/right-to-buy-buying-your-council-home