



Every year in Northern Ireland, people on the waiting list are being denied a home because someone is being dishonest about their housing needs. Tenancy fraud is where a social home (either Housing Executive or Housing Association) is occupied by someone who is not entitled to be there.

Tenancy Fraud can take several forms:

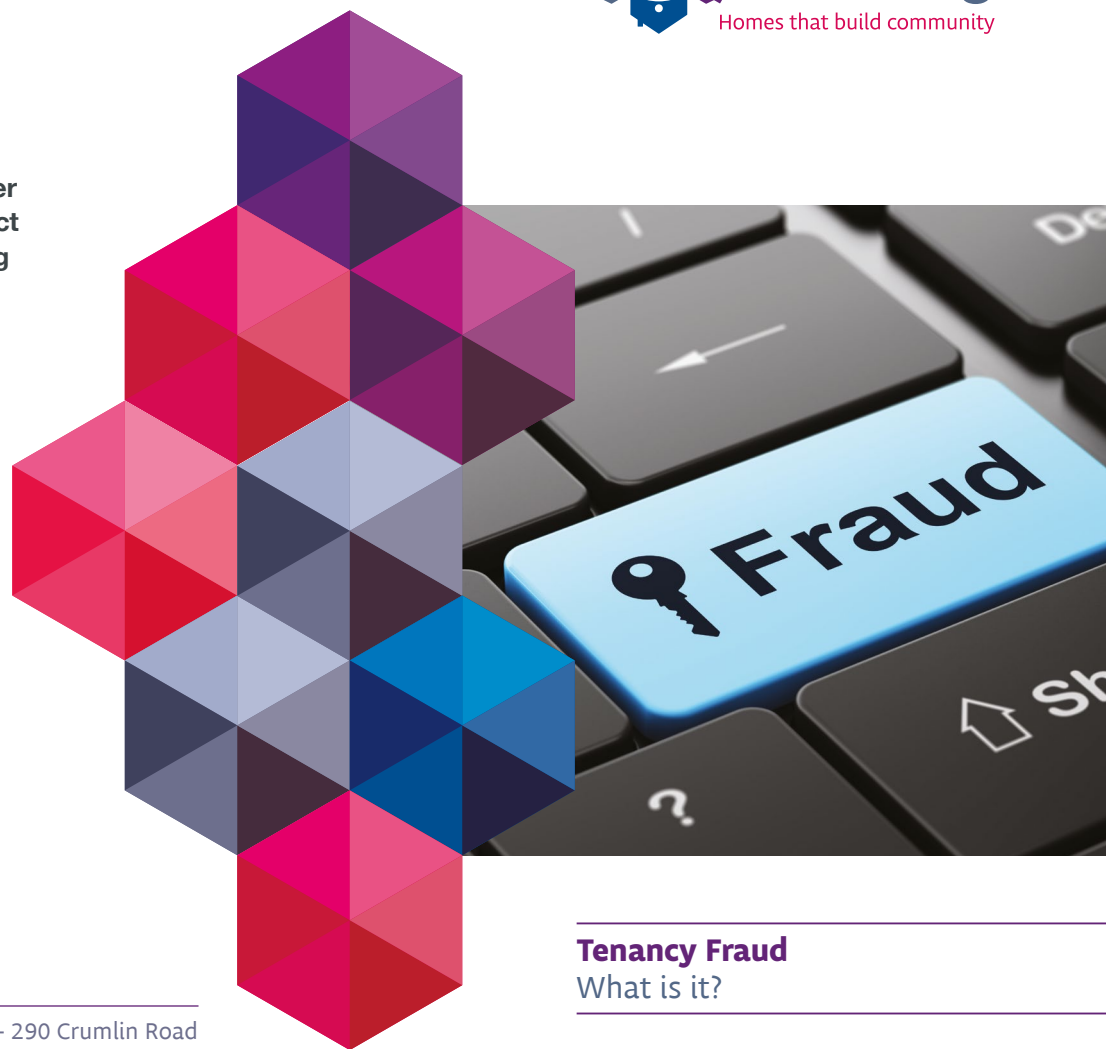
- Abandonment of the property and living elsewhere
- Succeeding a tenancy, often on the death of a tenant, by falsely claiming to have been living there for some time;
- Providing misleading information on an application to purchase the property.
- Not telling the truth when applying for a home and or falsely claiming to be homeless
- When a tenant rents their home to another person without our knowledge or permission (sub -letting)
- When a tenant leaves their home empty without informing us.



For more information

Please contact us for further information or if you suspect that someone is committing Tenancy Fraud:

- Call in to one of our offices (details below) or
- Ring us at NB Housing on 028 9059 2110 and ask for the Housing Officer
- Visit our website: www.nb-housing.org



Gatelodge 8 Flax Street Belfast, BT14 7EQ T 028 9059 2110	282 - 290 Crumlin Road Belfast BT14 7ED T 028 9035 1131
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Tenancy Fraud
What is it?



What happens when someone commits tenancy fraud?

- They are likely to lose their tenancy and may not be entitled to apply for social housing in the future.
- Depending on how serious the fraud is, they could be fined and or sent to prison.
- They are preventing someone who may be in greater need of housing from getting offered a home.



What is NB Housing doing to combat Tenancy Fraud?

- Requesting photographic ID of tenants before signing the tenancy agreement.
- Completing early home visits 6 weeks into their tenancy. ID is checked again at this visit.
- Carrying out unannounced tenancy visits.
- Housing Officers investigate any tenants who have not allowed access for essential servicing e.g. gas boiler servicing.
- Investigate all reports of tenancy fraud.
- Take legal action which can result in NB Housing regaining possession of the property.

Part of the Housing Executive and Housing Association's Tenancy Fraud Policy is to have a photograph of each new tenant so that we can reduce the opportunity for identity impersonation and unlawful subletting.



What will the photograph be used for?

The photograph will be used to complement identity checks. So whenever we visit a tenant, for example a home visit, we can take a photograph along so we know that the right person is in the right property. The photograph will not be used for any other purpose other than to verify who a tenant is.

How will the photograph be stored?

We will treat the photograph in the same way as we treat other personal data to ensure we comply with Data Protection principles where they apply.



Will the photograph be shared with anyone outside of the Housing Executive/Housing Association?

As with all personal data, the Housing Executive/Housing association will not share your data with other third party organisations unless it is necessary for managing your tenancy, for example, in relation to combating tenancy fraud, or where we have a statutory obligation to do so.

Will I still have to provide other identification at Sign Up?

Yes. When an applicant has been offered a Housing Executive or Housing Association tenancy you are required to provide valid photographic ID at Sign Up stage. You are required to provide one form of primary identification or two forms of secondary identification. These include:



Primary Identification (1 required)

- Current UK driving license
- Current passport or National Identity Card
- Translink Senior Smartpass
- Electoral Identity Card

Secondary Identification (2 required)

- Benefit payment book
- Birth Certificate
- Credit/Bank Cards
- Utility Bill (previous quarter)
- Medical Card
- Recent bank statement/wage slip
- Marriage certificate



What happens next?

When you have your appointment to sign your tenancy agreement, NB Housing will request photographic proof of identification from all prospective tenants. Prospective tenants will be asked to supply NB Housing with a passport sized photograph, or appropriate photographic ID to keep on file.



Do you suspect that someone is committing Tenancy Fraud?

Please contact us for further information (details on reverse)