

# HOUSING ADVANCE – GUIDELINE & REQUIREMENTS

## CHECKLIST

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### Construction of a house

#### GUIDELINES – Documents to be filled by applicant

1. Application Form
2. Irrevocable Authority

#### REQUIREMENTS – To be furnished by applicant

3. Plan of house
4. Brief report on where you are currently residing & reason why you are now applying for housing advance  
*(Clarification on current dwelling situation or why you are applying)*
5. Map/sketch of the location of the house  
*(Should feature distance & direction from the nearest town, District Headquarters & Highway or Waterway).*
6. Total Cost of building materials  
*(Quotation should be obtained from supplier/builder).*
7. Proof of additional source of funding if need be after obtaining a Housing Advance from NSL.  
*(Letter or copy of fully drawn housing loan from a Bank/Financial Institution, others etc).*
8. Proof of ability to meet builders cost  
*(2 x Separate Statutory Declaration Forms to be completed by applicant & builder on how labour/cost will be arranged.*
9. Builder's record / Referees  
*(Builder to provide record of building houses over the years, how many, where & for whom, or trade certificates, etc. Copies of letters from two referees recommending the builder).*

*(NOTE: That processing of all applications will take approximately 2 weeks).*