


Required Documents that **MUST** be submitted with your affordable housing Application

Document	Example of Type of Document. Image type files only; e.g. jpeg, pdf, png	
Photographic ID	Current Valid Passport, Passport Card, EU/EEA Driving Licence (must contain photo), National Age Card issued by An Garda Siochana.	
Proof of Right to Reside in Ireland	For non-EU applicants, valid copy of Irish Resident Permit, indicating stamp/permission type (eg Stamp, 4 , 1G etc)	
Income PAYE Employees	Salary Certificate, Employment Detail Summary for previous year and most recent payslip	
Income Self Employed	Documents for previous 2 years – Audited/Certified Accounts, Tax Balancing Statement and Tax Payment Receipt	
Proof of Finance	Loan Approval in Principle form a lender. Your loan AIP letter should be valid and in date. 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)	
Proof of Savings	It is a requirement to include statements for each and every bank account/credit union, financial institution in which you hold an account, for the previous 3 months. Name and address of the account holder should be clearly visible (online screenshots are not acceptable)	
First Time Buyer	Help to Buy completed application, confirming approval. If you have not already applied for Help to Buy, you should do so now at Revenue.ie	
Fresh Start Principle	Applicants who believe they may qualify under the Fresh Start Principle (e.g Legal Separation/Divorce/Bankruptcy or Personal Insolvency etc should contact affordablehousing@louthcoco.ie for more information	
Proof of Residency	To satisfy the Scheme of Priority where 30% of all properties within an affordable housing scheme must be offered to residence of Co. Louth, you must provide formal correspondence such as utility bill, TV licence, car tax for the previous 5 years clearly showing your name and address	