



**MINISTRY OF TRANSPORT, INFRASTRUCTURE, HOUSING AND
URBAN DEVELOPMENT**

**STATE DEPARTMENT FOR HOUSING & URBAN DEVELOPMENT
CIVIL SERVANTS HOUSING SCHEME FUND**

**APPLICATION FOR RENTAL HOUSES DEVELOPED BY CIVIL SERVANTS
HOUSING SCHEME FUND**

A. PARTICULARS OF APPLICANT

Surname.....Other Names.....Date of
Birth.....P/No.....ID/No.....
Designation.....Job Group.....
Terms of Service: Permanent/Probationary/Contract/Temporary.....
Date of first appointment..... (If broken state the last day of re-joining)
Ministry.....Department.....
Work Station.....Postal Address.....
Telephone.....Mobile No.....
E-mail.....
Marital Status.....Name of Spouse.....
Spouse's ID No.....

Number of Children under 18 years living with the applicant.....

S/NO	Names	Gender	Birth Certificate No.	Age

Do you have any Physical disability?.....Yes/No. If yes, please specify

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Appropriate date accommodation is required.....

How are you currently accommodated.....

Have you previously been accommodated in a government house?..... If yes, state where and when.....

NB: Attach certified photocopies of

- a) National identity card for self and spouse
- b) Pay slips for the last 3 months
- c) One passport size photograph.

B. HOUSE APPLIED FOR:-

What type of Housing would you prefer subject to availability?.....

Location.....Number of bedrooms.....Preferred Floor.....

C. INCOME DETAILS PER MONTH (KSHS.)

Basic Salary	
House Allowance	
Any other income (Attach Proof)	
Total Income	

D. UNDERTAKING

I undertake to execute a Lease Agreement with the Administrator of the Scheme on allocation of the house.

I undertake to abide by the rules and regulations of the estate.

E. DECLARATION

Note: Civil Servants including their spouses, who benefited from previous sales or those who have been facilitated through the CSHSF with a housing loan/mortgage and those who may have benefited from earlier allocation of government houses and those who are already in occupation of Government rental houses do not qualify.

I certify that, the information provided herein is true, accurate and correct to the best of my knowledge and take full responsibility of the same.

Applicant's Signature.....Date.....

F. FOR OFFICIAL USE ONLY

Allocation

- (a) Allocated House No.....
- (b) Type.....
- (c) L. R. No.....
- (d) Inclusive Rent per Month.....
- (e) Estate.....
- (f) Date.....