

Submit social housing lettings and sales data (CORE)

2025/26 Sales Official sensitive when completed (personal data)

You must submit this data online at

submit-social-housing-data.communities.gov.uk. It might be quicker to complete the form directly online.

Select only one answer, unless it says otherwise.

Note: Red font shows changes from the 2024/25 form.

Set up this sales log

Q1 - What is the sale completion date?

D	D	M	M	Y	Y	Y	Y
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Q2 - Which organisation owned this property before the sale?

Q3 - Which organisation is reporting the sale?

Q4 - What is the purchaser code? Optional

This is how you usually refer to this buyer on your own systems

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Q5 - Is this a shared ownership or discounted ownership sale?

Sales logs are no longer required for outright and other sales.

- Shared ownership
When the purchaser buys an initial share of up to 75% of the property value and pays rent to the Private Registered Provider (PRP) on the remaining portion, or later staircasing transaction.
- Discounted ownership

SHARED OWNERSHIP ONLY

Q6 - What is the type of shared ownership sale?

Complete section **A** if sale is the initial purchase, or **B** if sale is part of a staircasing transaction, skip **C**

- Shared ownership (old model lease)
Cannot be used for homes funded through the Affordable Homes Programme 2021 to 2026. Use new model for these.
- Shared ownership (new model lease)
Homes funded through Affordable Homes Programme 2021-26.
- Social HomeBuy - shared ownership
Tenants of private registered providers (PRPs) purchase their home at a discount on shared ownership terms.
- Home Ownership for people with Long-term Disabilities (HOLD)
- Older Persons Shared Ownership (OPSO)
For tenants aged 55 years and over.
- Rent to Buy - Shared Ownership
A sale following a period of discounted rent.
- Right to Shared Ownership (RtSO)
A sale of a share of a rented home to a tenant using this scheme.
- London Living Rent - Shared Ownership

Q7 - Is this a staircasing transaction?

A staircasing transaction is when the household purchases more shares in their property, increasing the proportion they own and decreasing the proportion the housing association owns. Once the household purchases 100% of the shares, they own the property.

- Yes
- No

DISCOUNTED OWNERSHIP ONLY

Q8 - What is the type of discounted ownership sale?

Complete section **C**, skip sections **A** and **B**

- Right to Acquire (RTA)
A discounted sale of a property built or purchased after 31 March 1997 to tenants of a private registered provider (PRP).
- Preserved Right to Buy (PRTB)
A discounted sale of a property that used to be owned by a council to tenants of a private registered provider (PRP).
- Voluntary Right to Buy (VRTB)
A discounted sale to tenants in this PRP owned property, as part of a pilot scheme.
- Right to Buy (RTB)
A discounted sale to tenants in this council owned property.
- Rent to Buy - full ownership
A sale on full ownership terms following a period of discounted rent.
- Social HomeBuy for outright purchase
A discounted sale to tenants of a PRP on full ownership terms.
- Any other equity loan scheme
Any scheme, not covered elsewhere, in which a loan is used to purchase equity.

Q9 - Is this a joint purchase?

- Yes

Q10 - Are there more than 2 joint buyers of this property?

- Yes
 - No
 - Don't know
- No

Q11 - Did you interview the buyer to answer these questions?

You should still try to answer all questions even if the buyer wasn't interviewed in person

- Yes
- No

Q12 - Has the buyer seen or been given access to the MHCLG privacy notice?

Make sure the buyer has seen or been given access to the Ministry of Housing, Communities and Local Government (MHCLG) privacy notice before completing this log. This is a legal requirement under data protection legislation.

- Yes

Property information

Q13 - If known, enter this property's UPRN

The Unique Property Reference Number (UPRN) is a unique number system created by Ordnance Survey and used by housing providers and various industries across the UK. An example is 10010457355.

The UPRN may not be the same as the property reference assigned by your organisation.

Q14 - If UPRN unknown, enter this property's address

Address line 1

Address line 2 Optional

Town or City

County Optional

Postcode

Q15 - What is the property's local authority?

Q16 - What type of unit is the property?

- 1 Flat or maisonette
 2 Bedsit
 3 House
 4 Bungalow
 9 Other:

Q17 - How many bedrooms does the property have?

For bedsits, enter '1'

Q18 - What type of building is the property?

Skip if sale is a staircasing transaction.

- 1 Purpose-built
 2 Converted from previous residential or non-residential property

Q19 - Is the property built or adapted to wheelchair-user standards?

Skip if sale is a staircasing transaction.

This is whether someone who uses a wheelchair is able to make full use of all the property's rooms and facilities, including use of both inside and outside.

- 1 Yes
 2 No
 3 Don't know

Household characteristics

Q20 - Do you know buyer 1's age?

- Yes

What is buyer 1's age?

 years

- No
 Buyer prefers not to say

Q21 - Which of these best describes buyer 1's gender identity?

Use these codes for the other occupants in Box A

- F Female
 M Male
 X Non-binary
 R Buyer prefers not to say

Q22 - What is buyer 1's ethnic group?

Skip if sale is a staircasing transaction.

- White
 Mixed or Multiple ethnic groups
 Asian or Asian British
 Black, African, Caribbean or Black British
 Arab or other ethnic group
 Buyer prefers not to say

Q23 - Which of the following best describes buyer 1's ethnic background?

Skip if sale is a staircasing transaction.

Select an option for the ethnic group you answered for Q22

White

- 1 English, Welsh, Scottish, Northern Irish or British
 2 Irish
 18 Gypsy or Irish Traveller
 20 Roma
 3 Other white background

Mixed or Multiple ethnic groups

- 4 White and Black Caribbean
 5 White and Black African
 6 White and Asian
 7 Other mixed background

Asian or Asian British

- 8 Indian
 9 Pakistani
 10 Bangladeshi
 15 Chinese
 11 Other Asian or Asian British background

Black, African, Caribbean or Black British

- 13 African
 12 Caribbean
 14 Other Black or Black British background

Arab or other ethnic group

- 19 Arab
 16 Any other ethnic group
 17 Buyer prefers not to say

Q24 - What is buyer 1's nationality?

Skip if sale is a staircasing transaction.

If buyer 1 is a dual national of the United Kingdom and another country, enter 'United Kingdom'. If they are a dual national of two other countries, they should decide which country to enter.

826 United Kingdom
 Other:
000 Tenant prefers not to say**Q25 - Which of these best describes buyer 1's working situation?**

Skip if sale is a staircasing transaction.

Use these codes for other the occupants in Box B

- 1 Full-time (30 hours or more per week)
 2 Part-time (less than 30 hours per week)
 3 In government training into work
 4 Jobseeker
 5 Retired
 6 Not seeking work
 7 Full-time student
 8 Unable to work due to long-term sickness or disability
 9 Child under 16
 0 Other
 10 Buyer prefers not to say

Q26 - Will buyer 1 live in the property?

Skip if sale is a staircasing transaction.

- 1 Yes
 2 No

JOINT PURCHASE ONLY

Q27 - Is buyer 2 the partner of buyer 1?

- 1 Yes
 2 No
 3 Buyer prefers not to say

Q28 - Do you know buyer 2's age? Yes

What is buyer 2's age?

 years

- No
 Buyer prefers not to say

Q29 - Which of these best describes buyer 2's gender identity?

Use these codes for other the occupants in Box A

- F Female
 M Male
 X Non-binary
 R Buyer prefers not to say

Q30 - What is buyer 2's ethnic group?

Skip if sale is a staircasing transaction.

- White
 Mixed or Multiple ethnic groups
 Asian or Asian British
 Black, African, Caribbean or Black British
 Arab or other ethnic group
 Buyer prefers not to say

Q31 - Which of the following best describes buyer 2's ethnic background?

Skip if sale is a staircasing transaction.

Select an option for the ethnic group you answered for Q30

White

- 1 English, Welsh, Scottish, Northern Irish or British
 2 Irish
 18 Gypsy or Irish Traveller
 20 Roma
 3 Other white background

Mixed or Multiple ethnic groups

- 4 White and Black Caribbean
 5 White and Black African
 6 White and Asian
 7 Other mixed background

Asian or Asian British

- 8 Indian
 9 Pakistani
 10 Bangladeshi
 15 Chinese
 11 Other Asian or Asian British background

Black, African, Caribbean or Black British

- 13 African
 12 Caribbean
 14 Other Black or Black British background

Arab or other Ethnic group

- 19 Arab
 16 Other ethnic group
 17 Buyer prefers not to say

Q32 - What is buyer 2's nationality?

Skip if sale is a staircasing transaction.

If buyer 2 is a dual national of the United Kingdom and another country, enter United Kingdom. If they are a dual national of two other countries, they should decide which country to enter.

826 United Kingdom
 Other:
000 Tenant prefers not to say**Q33 - Which of these best describes buyer 2's working situation?**

Skip if sale is a staircasing transaction.

Use these codes for other the occupants in Box B

- 1 Full-time (30 hours or more per week)
 2 Part-time (less than 30 hours per week)
 3 In government training into work

- 4 Jobseeker
- 5 Retired
- 6 Not seeking work
- 7 Full-time student
- 8 Unable to work due to long-term sickness or disability
- 9 Child under 16
- 0 Other
- 10 Prefers not to say

Q34 - Will buyer 2 live in the property?

Skip if sale is a staircasing transaction.

- 1 Yes
- 2 No

Q35 - Besides the buyer(s), how many other people live or will live in the property?

Skip if sale is a staircasing transaction.

You can provide details for a maximum of 4 other people if there are 2 buyers, or 5 other people if there is only 1 buyer

Q36-Q55 - Others living in the property (other occupants, not buyers)

Skip person 2 if there is a second buyer. Skip all occupants if sale is a staircasing transaction.

	Partner of buyer 1?			Age Years	Gender Box A	Work Box B
	Yes	No	Prefers not to say			
2	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Household situation

Skip this section if the sale is a staircasing transaction.

Q56 - What was buyer 1's previous tenure?

- 1 Local authority tenant
- 2 Private registered provider or housing association tenant
- 3 Private tenant
- 5 Owner occupier
- 4 Tied home or renting with job
- 6 Lived with family or friends
- 7 Temporary accommodation
- 9 Other
- R Don't know

Q57 - Do you know the postcode of buyer 1's last settled accommodation?

This is also known as the household's 'last settled home'

- 1 Yes, enter postcode:
- 2 No

Q58 - What is the local authority of buyer 1's last settled accommodation? If known

JOINT PURCHASE ONLY

Q59 - At the time of purchase, was buyer 2 living at the same address as buyer 1?

- 1 Yes
- 2 No

Q60 - What was buyer 2's previous tenure?

- 1 Local authority tenant
 - 2 Private registered provider / housing association tenant
 - 3 Private tenant
 - 5 Owner occupier
 - 4 Tied home or renting with job
 - 6 Lived with family or friends
 - 7 Temporary accommodation
 - 9 Other
 - R Don't know
- 3 Don't know

Other household information

Skip this section if the sale is a staircasing transaction.

Q61 - Have any of the buyers ever served as a regular in the UK armed forces?

A regular is somebody who has served in the Royal Navy, the Royal Marines, the Royal Air Force or army full time and does not include reserve forces

- 1 Yes

Q62 - Is the buyer still serving in the UK armed forces?

- 4 Yes
- 5 No – they left up to and including 2 years ago
- 6 No – they left more than 2 years ago
- 7 No
- 3 Buyer prefers not to say
- 8 Don't know

Q63 - Are any of the buyers a spouse or civil partner of a UK armed forces regular who died in service within the last 2 years?

- 4 Yes
- 5 No
- 6 Buyer prefers not to say
- 7 Don't know

Q64 - Does anyone in the household consider themselves to have a disability?

This includes any long-term health condition that has an impact on the person's day-to-day life

- 1 Yes
- 2 No
- 3 Don't know

Privacy notice - new social housing tenants and buyers

How do we use your information?

If your household enters a new social housing tenancy or purchases a social housing property, social housing providers will share your personal information with the Ministry of Housing, Communities and Local Government (MHCLG) for research and statistical purposes only.

How do we get this information?

The information is provided via '[Submit social housing lettings and sales data \(CORE\)](#)', a service funded and managed by MHCLG. It collects information on the tenants or residents, tenancy or sale, and the dwelling itself. Some of this data is personal and sensitive, so DLUHC is responsible for ensuring it's processed in line with data protection legislation.

Why do we share this information?

Information collected via CORE is shared with other government departments and agencies. It's shared with the Greater London Authority and the Regulator of Social Housing. Data providers can also access data for their organisations via CORE. Data is only shared for research and statistical purposes.

How does this affect you?

Information sharing will not affect your benefits, services or any treatments you receive. It's anonymous and handled in accordance with the law. We collect and share your information to help us better understand the social housing market and inform social housing policy.

To find out more...

Social housing lettings and sales data is collected on MHCLG's behalf. Data providers do not require the tenant or buyer's consent to provide this information, but tenants and buyers have the right to know how and for what purpose data is being collected, held and used.

Data processing must have a lawful basis. In this case it's necessary for a task carried out in the public interest meeting a function of the Crown, a Minister of the Crown, or government department.

You have the right to object, and obtain confirmation that your data is being processed, as well as access your personal data, and have any incorrect personal data corrected.

Information collected via CORE relates to your tenancy, the dwelling you are living in or buying, and your household. Some information may have been provided by you (as a tenant or buyer) when signing the new tenancy or buying your property. Other information has been gathered from the housing management systems of social housing providers.

Collected data will be held for as long as necessary for research and statistical purposes. When no longer needed, data will be deleted in a safe manner. We're aware some collected data is particularly sensitive. For example:

- ethnic group
- if previous tenure is a hospital, prison or approved probation hostel support
- if household left last settled home because discharged from prison, a long stay hospital or other institution
- if referral source is probation or prison, youth offending or community mental health team, or health service

MHCLG publishes data annually, in aggregate form, as part of a report and complementary tables.

- For annual lettings data, visit: www.gov.uk/government/collections/rents-lettings-and-tenancies
- For annual sales data, visit: gov.uk/government/collections/social-housing-sales-including-right-to-buy-and-transfers

Detail-level data is anonymised and protected, minimising identification risk. It's held with the UK Data Service.

Complaints

If you're unhappy with any privacy notice aspect, or how we process your information, contact the Department Data Protection Officer: dataprotection@communities.gov.uk

You also have the right to complain to the Information Commissioner's Office (ICO): ico.org.uk/concern