

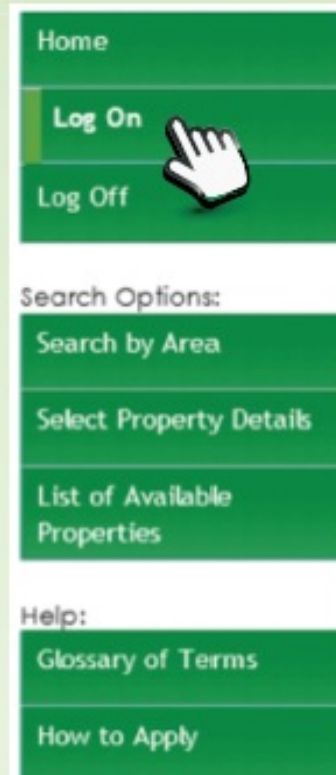
How to express interest in properties



1 Click on Choice based Lettings from Self Serve



2 Click Log On



3 This action will take you to this screen – Fill in all the fields


Log On

* Please enter your Application Reference Number

* Please enter the date of birth of the first applicant e.g. 01/05/1969

 Then click log on

tel **01543 462621** www.cannockchasedc.gov.uk

 Search for 'Cannock Chase Life'  @CannockChase Life

4

This will take you to the welcome page

Welcome

Application(s) - 1463

Application Number - 20110101

You can express an interest in no more than 99 properties

So far you have expressed an interest in 0 properties

Property List number 7

Welcome to the latest list of properties available to rent. This list closes on **Tuesday 17 July 2012 23:59**.

Our records show that you have expressed an interest in 0 properties from this list, therefore you may express an interest in 99 more properties before the list closes.

If you have reached the maximum allowed, then you must either remove one from your [Expression History](#), or wait until the next list is published on .

To view this weeks properties click on -
List of Available Properties


5

If you find one you are interested in - click on view details

List of Available Properties

The following is a list of properties that meet the search criteria you entered.

Select the View Details option if you want more information about the property.

	Address: Grace Moore Court, East Street, Chadmoor, Corneek, Southampton, SO11 2HG		
	Property Size: Combined Living and Sleeping	Property type: Bedsit	Floor Level: Ground
Rent £: 81.91	Ref: 15517		View Details

6 At the bottom of the detail page - click on - Add to basket

Floor Level	Ground
Window Frame Type	UPVC
Window Type	Double Glazed
Central Heating System	Electric Storage Heating
Additional Property Information	scheme manager on site Monday - Friday

[Add to Basket](#)


[Return to List of Properties](#) [View Property Location](#)



7 This will then show you the following

Property successfully added to your basket

The following property has been successfully added to your basket:



<p>Address: Grove Grove Court, East West Chislehurst, Chislehurst, Kent DA7 1 2LJ</p>	<p>Property Size: Combined Living and Sleeping</p>	<p>Property Type: Bedsit</p>	<p>Floor Level: Ground</p>	<p>Rent £: 51.91</p>
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When you have selected all of the properties you want to Express Interest in - Go to your Basket.

Or



- Home
- Log On
- Log Off
- Search Options:
- Search by Area
- Select Property Details
- List of Available Properties
- My Account:
- Basket
- Current Expressions of Interest
- Previous Property Lists

8


Here you can confirm or remove your properties as required.

Basket

Below is the list of properties you put in your basket.

If you change your mind, you may remove them from this list by checking the 'Remove' box against the property or properties you are no longer interested in and using the Remove button.

You can express an interest in all properties in your basket using the Apply button.

<input type="checkbox"/>		Address: Street Street Street Street Street Street Street Street	Property Size: Combined Living and Sleeping	Property Type: Bedfit	Floor Level: Ground	Rent £: 61.71	Ref: 15517	View Details
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When done - click Apply

If you are successful in these properties we will contact you within 7 days of the shortlisting ending.