

## Consent for Housing and Construction Authority (HMS) to obtain information

In accordance to article 14 of Act no. 75/2016 on Housing benefits, all household members, aged 18 or older, residing at the rented house must give written consent authorizing HMS to obtain necessary information and data to process the application on housing benefits and ensure all requirements of the Act are met.

Name of household member:	ID no:
E-mail:	Teleph:

### Information regarding the rental housing:

Name of applicant:	ID no:
Property registration no:	Address:

### Income and assets of household member:

Estimated income of household member pr. month:
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All taxable income pr. month, e.g. salary, pension, social benefits, grants, prizes. Also, all capital income, e.g. rental income, interest income, dividends, proceeds from sale of shares or real estate.

Net assets of household member:
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Net assets, i.e. all assets minus all debts. Assets can be bank deposits, cars, RVs, motorcycles, real estates, stocks and bonds etc.

Does the household member qualify for interest benefits? Yes  No

### Disclosure of information to municipalities

HMS can disclose information to municipalities, on assumptions and calculations of housing benefits of the applicant and other household members, given their prior authorization. Note that this authorization is not necessary for payment of housing benefits although it can be a prerequisite for further financial support from your municipality.

I grant HMS an authorization to disclose information on my rights for housing benefits and the right of other household members.

By signing this consent for housing benefits as a household member I grant HMS an authorization to obtain information from tax authorities, Iceland Registers, Icelandic Student Loan Fund, municipalities, District Commissioners, lenders and schools that may be necessary to process the application in accordance to the act on housing benefits. The same applies to obtaining information from comparable institutions and entities abroad.

The undersigned shall notify HMS without a delay regarding matters which may affect his/her right to housing benefits.

\_\_\_\_\_  
Signature of household member

\_\_\_\_\_  
Date

Date received:  
(Stamped by HMS)

## Consent for the collection of required data

By signing this form, the applicant/resident gives the Housing and Construction Authority (HMS) permission to collect required data for following Act no. 75/2016 on Housing Benefits, to determine whether the applicant is entitled to housing benefits, calculate and pay out benefits, as well as re-calculating, correcting and reimbursing benefits.

This signed form authorises HMS to collect data from the tax authorities, the National Registry Office, the Icelandic Student Loan Fund, community councils, district magistrates, landlords and official educational institutions within the common education system, in accordance with the Housing Benefits Act. The same goes for comparable institutions abroad, where applicable.

The applicant/resident agrees to having the above data collected, saved and used in relation to decisions on their benefits, as well as for inspection regarding their application.

This signed form authorises HMS at any given time to collect the required data to process the application for housing benefits, as well as the update of all relevant data while this form is valid. It can be revoked at any time and the revocation is effective once HMS has received a formal notification thereto.

HMS's Housing Benefits Department ([hms@hms.is](mailto:hms@hms.is)) is responsible for all processing of said data.

This permit for the collection of personal data is in accordance with the Act on Data Protection and the Processing of Personal Data, with recent changes.

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Place/Date

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Signature

## Information and instruction regarding housing benefits

The applicant is hereby notified that the Housing and Construction Authority (HMS) is responsible for all processing of personal data of the applicant and others whom the application regards. All queries, comments and demands regarding the processing of said data can be directed to the Housing Benefit Department at HMS ([hms@hms.is](mailto:hms@hms.is)). Messages regarding the processing of personal data can also be sent to the Data Protection Officer at HMS, [persona@hms.is](mailto:persona@hms.is).

When processing an application for housing benefits, HMS collects data from the tax authorities, the National Registry Office, the Icelandic Student Loan Fund, community councils, district magistrates, landlords according to items a, b and d, paragraph 12 of Housing Benefits Act no. 75/2016, as well as official educational institutions within the common education system, in accordance with the Housing Benefits Act. The same goes for comparable institutions abroad, where applicable.

The purpose of the intended processing of personal data is to deal with an application, made by the applicant/resident, and other necessary processing according to Housing Benefits Act no. 75/2016. The recipients of the information are employees of HMS who deal with the application and make decisions in relation to it.

The processing of said personal data is in accordance with Act no. 90/2018 on Data Protection and Processing of Personal Data, paragraph 9 (1)(3) and (1)(1) where applicable. If said information is of a delicate nature, the processing is based on paragraph 11 (1)(3) of said law.

The personal data is preserved in accordance with Act no. 77/2014 on the handling of public files, which includes all HMS's documents and files, as the fund is defined as an institution which is legally obliged to deliver documents if need be. You are hereby informed that it is illegal to delete files from the archives of such institutions, except with a warrant from the state archivist, according to paragraph 24 in Act no. 77/2014 on Public Archives.

The applicant/resident has a right to ask HMS to access their personal data, have the information corrected, and delete it as is appropriate, limit their processing regarding themselves and object to their processing. They may also have a right to move their own data.

The collecting of personal data on the basis of an ongoing application is determined by law and is the prerequisite for the rights in question. Lack of data results in an inability to deal with the application.

The applicant and/or resident has the right to formally revoke their permission for the processing of personal data, in as much as their consent is required. Revoking the permission does not affect the legitimacy of the processing up until the revocation.

Processing this application does not entail any automatic decision-making, as described in the Act on Data Protection.

All comments or complaints regarding the processing of personal data in relation to this application can be directed to The Data Protection Authority, Rauðarárstígur 10, 105 Reykjavík.

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Place/Date

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Signature