

**Application for Landlords Consent**

* Separate application forms must be completed for different types of work you wish to carry out
* This application form can be completed by any tenant of Curo or those who own an ex-council/Curo property who wish to carry out any external or internal work to the property. All works are to be carried out at the residents own expense.
* It remains the responsibility of the resident to obtain separate consent from the local council where necessary, this must be done before work commences.
* The relevant sections of the form should be completed and if necessary a sketch showing the proposed works should be indicated in the space provided on the final sheet.

FOR OFFICIAL USE ONLY

Date Received:………………………….…………......………………………………………………………………………..

Additional Information::………………………………..………………………………………………………………

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1. GENERAL INFORMATION Please answer all of the following questions

(a) Name and Address:

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(b) Daytime telephone number: ……………………………………………………………………………………………………………………

Email address: …………………………………………………………………………………………………

(c) Address of proposal (if different from above):

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(d) Type of property (e.g. 2 bed house, ground floor flat):

(e) Does the property contain two or more flats? YES NO

(f) Are you a: Tenant □ Owner □ Leaseholder □

(g) Description of proposal:

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2. Have you applied to for Planning Permission? YES NO

3. Will the proposed works affect neighbouring properties and/or residents? YES NO

If yes please state how:

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4. Please give the name and address of the contractors who will undertake the proposed works.

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5. SKETCH PLAN

If necessary you should sketch a plan which shows the size and position of your proposal.

* The completed form should be returned to the Home Improvement Team, Asset Management, Curo, The Maltings, River Place, Lower Bristol Road, Bath, BA2 1EP or to Home.Improvements@curo-group.co.uk
* Please note that your property has not been inspected. If necessary Curo will arrange for a Tradesman to call to inspect the proposed works as explained on this application form. It is advisable that you supply us with enough information to avoid this happening as this can affect the time it takes for Curo to process your application.
* Providing all information has been given, your application will be processed within 30 working days.
* Receipt of this form does not grant you permission to carry out the works, your proposal will be considered and you will be sent a letter advising you of the outcome. If permission has been granted there will be a list of conditions of which you must adhere to; if it has been refused you will be provided with a full explanation for the reason for refusal.
* Irrespective of the result of this application form, you may also need to seek Planning Permission and/or approval under Building Regulations Legislation. You are therefore advised to notify your local council Building Control Service of your proposal.
* Landlord’s Consent is necessary should you wish to make any alterations to your home as stated in the terms and conditions of your Tenancy Agreement. Failure to inform Curo of any alterations could lead to a breach of your Tenancy Agreement.

