

Private Sector Housing Agency



Application form

Private Sector Leasing

Lewisham Letting Scheme

Property owner(s) to complete and sign

Joint Owner's please note that we may require written authorisation from any joint owners confirming their agreement to the property being let

Property Owner's Details

Title: _____ Surname: _____ Forename: _____

Date Of Birth: _____

Title: _____ Surname: _____ Forename: _____

Date Of Birth: _____

Address: _____

_____ Postcode: _____

Mobile: _____ Home: _____

Email: _____ @ _____

Company Name/Address: _____

_____ Postcode: _____

Do you have an agent acting on your behalf? Yes No

Agents Name _____

Agents Address _____

Agents Telephone number _____ Agents email _____

Alternate Contact:

Title: _____ Surname: _____

Forename: _____ Relationship: _____

Address: _____

_____ Post Code: _____

Tel: _____ Mobile: _____

Email: _____ @ _____

Property Details:

Property Address: _____

_____ Post Code: _____

1. Are you the sole owner or joint owner of the property? Sole owner Joint Owner
2. Do you own the freehold or leasehold
3. Is the property mortgaged? Yes No If yes, who is the lender? _____
4. Are there any current mortgage arrears? Yes No
5. Has the property ever been leased or owned by the local authority? Yes No
6. Is there a head lease on the property? Yes No *(If the property is a leasehold flat then the head lease is the lease from which all the leases were granted. Not directly granted from the Freeholder).*
7. Do you or anyone listed on this application work for Lewisham Council, or its management agents Circle 33, Pinnacle Housing PSG or Dunlop Haywards, or any housing association or housing cooperative with properties in the borough or are an elected Lewisham councillor? Yes No
 If yes, state their name: _____ Relationship: _____
 Employed by: _____
8. Are you at present living abroad or do you intend to live abroad at any time during the period of the tenancy/lease? Yes No
9. How did you hear about the schemes we offer _____

Declaration By signing below you agree to the following (please tick):

- I have read and understood the Minimum Property Standards (PSL)
- I have attached / will send the required documents prior to any lease/tenancy being signed and I understand that you will carry out an inspection of my property (PSL & LLS)
- I would like to become a member of Lewisham Private Leasing Scheme and I have read the conditions of the Lewisham Private Leasing Scheme. I am willing to operate within an equal opportunity framework and am willing to abide by the terms of the Lewisham Private Leasing Scheme (PSL)
- I agree to any payments received from Housing Benefit on behalf of the tenant being paid 4 weekly in arrears directly to my chosen bank account (LLS)
- I understand that I am responsible for rectifying any disrepair at the property that are part of my obligations and particularly those that fall under S11 of the Landlord and Tenant Act 1985 (PSL & LLS)
- I agree to carry out any repairs / alterations advised by a LLS officer / procurement officer at the inspection of the property prior to any tenancy being signed (LLS)
- I understand that the tenant is responsible for paying the rent due under the terms of the tenancy (LLS)
- I do not have any mortgage arrears / Council Tax arrears in relation to this property or any property in the Borough of Lewisham (PSL & LLS)
- The property has been registered for Council Tax and has a UPRN specific to the unit being let (LLS)
- I hereby declare that to the best of my knowledge, I am not the spouse, partner, child or relative of an existing member or employee of Lewisham Council, nor do I have a close personal or business or potential business relationship with any such person (PSL & LLS)

Any false information will invalidate the lease or bond agreement and could result in the termination of the agreement.

Signed by the property owner(s): _____ **Date:** / /

Signed by the property owner(s): _____ **Date:** / /