

# HMO Licence Application Declaration

**You must let certain persons know in writing that you have made this application for an HMO licence or give them a copy of it. The persons who need to know about it are:**

- any mortgagee of the property to be licensed
- any owner of the property to which the application relates (if that is not you) i.e. the freeholder and any head lessors who are known to you
- any other person who is a tenant or long leaseholder of the property or any part of it (including any flat) who is known to you other than a statutory tenant or other tenant whose lease or tenancy is for less than three years (including a periodic tenancy)
- the proposed licence holder (if that is not you)
- the proposed managing agent (if any) (if that is not you)
- any person who has agreed that he will be bound by any conditions in a licence if it is granted.

**You must tell each of these persons:**

- your name, address telephone number and e-mail address or fax number (if any)
- the name, address, telephone number and e-mail address or fax number (if any) of the proposed licence holder (if it will not be you)
- whether this is an application for an HMO licence under Part 2 or for a house licence under Part 3 of the Housing Act 2004
- the address of the property to which the application relates.
- the name and address of the local housing authority to which the application will be made.
- the date the application will be submitted

**It is an offence under section 238 of the Housing Act 2004 to supply false or misleading information.**

I declare that the information contained in this application is correct to the best of my knowledge. I understand that I commit an offence if I supply any information to a local housing authority in connection with any of their functions under any of Parts 1 to 4 of the Housing Act 2004 that is false or misleading and which I know is false or misleading or am reckless as to whether it is false or misleading.

I declare that I have served a notice of this application on the following persons who are the only persons known to me that are required to be informed that I have made this application:

<b>Details of Persons served with notice of this application</b> <i>(continue on another sheet if necessary)</i>				
<b>Description of person's interest in the property or the application</b>	<b>Name</b>	<b>Address</b>	<b>Email address</b>	<b>Date of Service</b>
Mortgagee of the property to be licensed				
Owner/s of the property				
Long leaseholder				
Proposed licence holder (if that is not you)				
Proposed managing agent (if any) (if that is not you)				
Any person who has agreed that he will be bound by any condition in a licence				

**Signed (applicant):**

\_\_\_\_\_

**Print name (applicant):**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**Signed (licence holder):**

\_\_\_\_\_

**Print name (licence holder):**

\_\_\_\_\_

**Date:**

\_\_\_\_\_