

**Introductory and demoted tenancies only
 TV10 lodger request**

An Introductory or Demoted tenancy must not have a lodger without written consent. This form is for requesting permission to have a lodger in your tenancy.

1. Tenants Details			
Tenant(s) Name		Tel. no	
Address		Post code	
Number of bedrooms		Number of bedrooms currently used?	
2. Details of people who currently live with you.			
Name	Date of Birth	Age	Relationship to you

Please be advised that we will be completing checks regarding anti social behaviour for all the people who will be moving in with you as a lodger.

We have therefore attached a separate **declaration** for completion and signing by the proposed lodger(s) and the people who will be moving with them. If this consent form is not returned or fully completed we will not be able to give consent to have a lodger arrangement. We will also check our databases to confirm that the proposed lodger(s) and people moving with them is not our current tenant.

Please not; Right to Rent; From Monday 1 February 2016 Right to Rent went live across England. This means all private landlords, including anyone subletting or taking in lodgers, need to carry out quick and simple checks on all new tenants to make sure they have the right to rent property in the country. There are resources available to help landlords (including those subletting) comply with the new rules, including an online checking aid which landlords can use to guide them through the process and to request a check on anyone who has an outstanding case with the Home Office. Please be advised that this is your responsibility and we must see the proof that this has been done before any consent can be given.

Who will be your lodger? Please give details for all people who will move with you. Please enclose proof of identity of each person listed.

Name	Date of birth	Are they Pregnant?	Relationship to you	Any pets? If yes what is it?

How long will the lodger arrangement last for?

Fixed term	3 months	
	6 months	
	1 year	
	other	
No length of time given		

**How much rent will you charge the lodger?
(Please insert the amount as per the arrangement to pay)**

weekly amount	£
monthly amount	£
4 weekly amount	£

Which rooms will the lodger have?

Rooms (i.e. bedroom)	How many?
Have you checked the Right to Rent details? Y/N	
Proof attached. Y/N?	

Declaration (To be completed by the existing tenant/joint tenants.)

I/we declare that the information I/we have given on this form is correct and complete. I/we agree to Hull City Council sharing details of my application with any relevant agency on a confidential basis. I/we agree that Hull City Council may obtain any relevant information about me/us from other relevant agencies. I/we understand that relevant agencies may include, but are not limited to, any police force, previous landlords, the Probation Service and other Council departments.

Hull City Council may also access the information for the prevention and detection of fraud. All personal information will be processed in accordance with the requirements of the Data Protection Act (1998).

I/we understand that Hull City Council will notify the housing benefit and Council Tax sections of any changes declared on this form. However, I/we are responsible for informing them of our change in circumstances.

I/we understand that we must have written consent from Hull City Council to have a lodger arrangement.

I/we understand that we remain responsible for the lodger and the people who live with them including visitor's behaviour as per the Hull City Council tenancy agreement. I/we understand that written consent will not be received until all the relevant checks have been made including an inspection to the property and this could be subject to further investigation. The lodger arrangement must not go ahead without this written consent.

Tenants name _____

Tenants Signature _____

Date _____

Tenants name _____

Tenants Signature _____

Date _____

Tenants name _____

Tenants Signature _____

Date _____