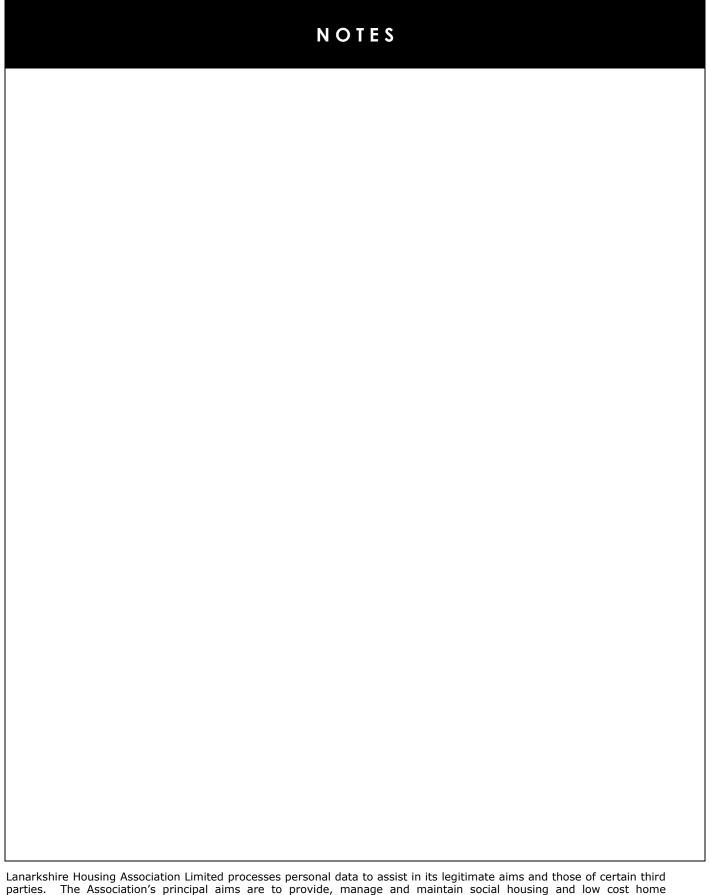
## LANARKSHIRE HOUSING ASSOCIATION

## **CHANGE OF TENANCY**

191 Brandon Street, Motherwell ML1 1RS 201698 269119

PRESENT TENANT						
Surname			Address			
Other Names						
Daytime Tel. No.			House Size & Type			
APPLICANT						
Surname			Address			
Other Names						
Daytime Tel. No.			How long has applicant lived with the present tenant?			
TAILS	OF A	PPL	I C A N T '	S FAM	ILY	
Name D		D.O.B. Sex		Relationship to tenant		
Has applicant ever held a tenancy before ?  (If yes, please give address and dates)					YES/NO	
From	Until		Owner/Tenant/Lodger		Reason for leaving	
	d a tenancy dress and da	A P  D.O.E  d a tenancy before ?  dress and dates)	APPLI  D.O.B.  d a tenancy before ? dress and dates)	House Size & APPLICANT  Address  How long has tenant?  D.O.B. Sex  d a tenancy before ? dress and dates)	House Size & Type  APPLICANT  Address  How long has applicant live tenant?  TAILS OF APPLICANT'S FAM  D.O.B. Sex Rela	

Reason for wishing change of tenancy					
If present tenant is moving away, please give forwa	arding address and date of proposed move.				
GUIDANCE NOTE	ES FOR TENANTS				
<ul> <li>A change of tenancy is the transfer of the tenar of the Association.</li> </ul>	ncy to another person, with the written approval				
• The conditions which have to be met before someone can succeed to a tenancy, are prescribed by legislation, in addition to those set out in your tenancy agreement. As follows:					
• a succession of tenancy can only be granted following the death of the tenant					
<ul> <li>the following people would be eligible for succession: The tenant's partner; in joint tenancies, the surviving tenant, a member of the tenant's family over the age of 16</li> </ul>					
<ul> <li>the eligible person must have lived in the house continuously for a period of 12 months preceding the death of the tenant</li> </ul>					
<ul> <li>Where an applicant does not legally qualify for succession they can still be considered for a change of tenancy. Each case is considered on it merits at the discretion of the Association.</li> </ul>					
DECLARATION					
I/We have read the guidance notes above and decl correct.  I/We also understand that to give false information in the change of tenancy being cancelled and/or th	or withhold information at any time may result				
Cionative (a)					
	Date Date				
FOR OFFICIA	AL USE ONLY				
Tenant Reference	Approved				
Rent Account Balance £ CR/DR	Reason				
Date	Refused				
Previous tenancy	Reason				
Comments	Date				
	Comments				
Date of entry					



parties. The Association's principal aims are to provide, manage and maintain social housing and low cost home ownership. Secondary aims will include property management services for owner occupiers and commercial leaseholders, and associated functions will include administering enquiries and complaints, the prevention and detection of fraud or other criminal acts and the recovery of debts.

This information may be disclosed to other bodies in certain circumstances. For example, there may be disclosures to contractors (to attend a property), to the police (to assist in their investigations), to the Local Authority (to assist them in the administration of housing benefit/council tax) or to the Scottish Housing Regulator (for purposes of inspection and regulation). Further details can be found by consulting the Information Commissioner's website (<a href="https://www.informationcommissioner.gov.uk">www.informationcommissioner.gov.uk</a>).

By providing us with this information you automatically give your consent for the purposes specified.