

Private Sector Leasing Scheme - Landlord application form

Please complete an application form for each property that you would like to be considered for the PSL scheme

Section 1 – Applicant details

Information	For Office Use Only
1. Name	
2. Address	
3. Email address	
4. Contact telephone number(s)	
5. Please list the names of all persons who own this property	
6. Address of property owner(s) (if different from section 2)	
7. Is the property owner registered for VAT? If 'yes', please provide VAT Number	

Section 2 – Property details

Information	For Office Use Only
1. Property address	
2. Property type and floor level (e.g. 2 nd floor flat, terraced house, etc.)	
3. Number of bedrooms	
4. Council tax band	
5. Is there a mortgage on the property? If so, please provide the name of the mortgage provider below. You may also wish to seek advice from your mortgage lender.	
6. Is the property freehold or leasehold? If you do not own the freehold please provide the name and address of the freeholder below and see Section 5 for the information that you will need to provide.	
7. Is the property currently occupied?	
8. Date when the property will be available	
9. Name of gas supplier and type of gas meter	
10. Name of electric supplier and type of electric meter	
11. Does the property have central heating?	
12. Type of heating system installed	
13. Age of heating system	

Section 3 – Landlord fit and proper person test

Have you (or any person associated with managing your property) ever:	Yes	No
1. Committed any offence involving fraud or other dishonesty (including benefit fraud), violence, drugs or any other offence listed in Schedule 3 of the Sexual Offences Act 2003 (Subject to the Rehabilitation of Offenders Act 1974)?		
If yes, please provide details:		
2. Been subject to unlawful discrimination proceedings (subject to the Rehabilitation of Offenders Act 1974) involving sex, colour, religion, race, ethnic or national origins or disability in (or in connection with) any business?		
If yes, please provide details:		

Section 4 – Consent from the freeholder

- If you do not own the freehold for the property you must provide us with your lease. Your lease must allow you to lease the property.

Section 5 – Declaration

I/we declare that (please tick relevant box/es):

	There is not an existing mortgage secured against the property
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or

	There is an existing mortgage secured against the property
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I/we declare that (please tick relevant box/es):

	I own the freehold for the property
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or

	I own the leasehold for the property and I attach the lease which confirms from the freeholder that I am allowed to lease the property.
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Section 6 – Bank/building society details (to receive payment)

I/we declare that the information contained in this application form is correct to the best of my/our knowledge. By signing this application form I/we give permission for the Epsom & Ewell Borough Council to carry out further enquiries if required.

Signed (applicant 1)	Signed (applicant 2)	Signed (applicant 3)
Print name (applicant 1)	Print name (applicant 2)	Print name (applicant 3)
Date	Date	Date

Name of account holder(s)	
Name of bank/building society	
Address of bank/building society	
Sort code	
Account number	
Roll number (if applicable)	