

Sligo Borough Council

(Phone 071 - 9114503)

Housing Department

City Hall

Sligo

APPLICATION FOR INCLUSION ON RENT ACCOUNT

Where a person wishes to be included on a rent account the following will apply:

1. The **Tenant** must complete the application form.
2. The written approval of the **existing tenant(s)** must be given.
(Please note the **Tenant** may be held responsible for the actions of any member of the household which may result in a termination of tenancy).
3. The property must be suitable to meet the housing needs of the household.
4. The Council will examine each application and the decision of the Council will be confirmed in writing to the **current tenant(s)**.
5. The Rent Account of the tenant must be assessed up to date and **be clear of any arrears**.
6. **Inclusion on rent account does not in any way give the applicant the right to succeed to the tenancy of the dwelling.**

Note: The acceptance of this form by Sligo Borough Council for consideration does not in any way imply that consent has been granted to the applicant to reside in this dwelling. Approval or refusal to reside will be given in writing to the Tenant.

TO BE COMPLETED BY THE TENANT(S)

Tenant(s): _____

Address: _____

Rent Account Number: _____

Applicants Name: _____

Date of Birth: _____ **PPS(RSI) No.** _____

Relationship to Tenant(s): _____

House type (please tick):

Terraced	<input type="checkbox"/>
Detached	<input type="checkbox"/>
Semi-detached	<input type="checkbox"/>
Bungalow	<input type="checkbox"/>

Number of Bedrooms (please tick):

1 Bed

2 Bed

3 Bed

4 Bed

Particulars of all current members of household:

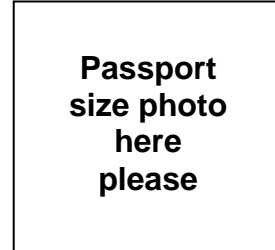
Name	Date of Birth	Relationship to tenant

Signature of Tenant(s): _____

Date: _____

TO BE COMPLETED BY THE APPLICANT

Photograph of the Applicant must be attached.



Applicant's Details:

Name: _____

Sex (M/F): _____

Nationality: _____

**Refugee Status:
(if applicable)** _____

Date of Birth: _____

PPS(RSI) Number: _____

Is a child or other dependent(s) included in your application?

Yes	No
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If "yes" how many ?

Previous Residency Details of Applicant(s) from Date of Birth:

Address	From	To

**Do you expect your stay at this address to be permanent or temporary?
Please give approximate length of time if temporary.**

Has the Applicant ever been a tenant of Sligo Borough Council or any other Local Authority? (please tick):

Yes

No

If “yes” please give details:

Address	From	To

Has the Applicant ever been investigated or convicted in respect of matters relating to anti social behaviour or public order offences? (If Yes, please give details of investigation or conviction)

Yes

No

Has the Applicant any charges pending in respect of matters relating to anti social behaviour or public order offences? (If Yes, please give details of charges pending)

Yes

No

Has the Applicant ever owned property? Yes No

If "yes" please give details:

Address	From	To

Is the Applicant on the Housing List with Sligo Borough Council? (please tick):

Yes

No

Applicant's Current Income: € _____

If employed:

1. P60 for previous tax year to be submitted.
2. Current pay slip to be submitted.

**If receiving
Social Welfare:**

1. Confirmation of income to be submitted.
(Social Welfare receipt or Social Welfare Book)

CURRENT TENANT

I/We, being the tenant(s) of the property referred to above, hereby agree to the inclusion of _____ on my/our rent account subject to the approval of Sligo Borough Council and in accordance with the current Differential Rent Scheme.

Please note that any person included on your rent assessment will not be removed from the assessment unless and until satisfactory documentary evidence is provided.

Signature of Tenant:

**Signature of Joint Tenant:
(if applicable)**

Contact Phone Number:

Date:

APPLICANT

I hereby declare that the information supplied on this application form is correct and I grant permission to Sligo Borough Council to carry out any checks necessary in the processing of this application. (Attached interview declaration form must be signed and attached to this application)

I understand that inclusion on the rent account does not in any way give me the right to succeed to the tenancy of the dwelling.

Signature of Applicant:

**Signature of joint Applicant:
(If applicable)**

Address for correspondence:

Date: _____

Contact Phone Number: _____



COMHAIRLE BHUIRG SHLIGIGH
SLIGO BOROUGH COUNCIL

071 - 9114503

INTERVIEW DECLARATION – ACCESS TO INFORMATION

I _____, hereby authorise Sligo Borough Council to have access to all information relating to myself, my partner and my family, which maybe recorded or held with other statutory and voluntary bodies, such as the Gardai, General Practitioners, Health Board Services, Social Welfare Departments and previous landlords.

I am in agreement for these bodies to disclose information relating to myself, my partner and my family to Sligo Borough Council in its assessment of my Housing Application/ Transfer Application.

Applicant signature:

DATE: _____

Housing - Signature

DATE: _____

PLEASE READ THE FOLLOWING CAREFULLY

It is the policy of the Sligo Borough Council that applicants who apply to them for housing accommodation temporary or permanent and or who are being considered for an allocation of a tenancy will have their application considered on estate management grounds before an allocation is finally made in accordance with Section 14 (1) and 15 (2) of the Housing (Miscellaneous Provisions) Act, 1997, as set out below.

- A. **Section 14** of the Housing (Miscellaneous Provisions) Act 1997, provides that a Housing Authority may refuse to make or defer the making of a letting of a dwelling to a person where:-
- (1) the Authority considers that the person is or has been engaged in anti-social behaviour* or that a letting to that person would not be in the interest of good estate management ** or,
 - (2) the person fails to provide information relating to persons residing or to reside with that person, which is requested by the Housing Authority and which the Authority considers necessary in connection with an application for letting.
- B. **Section 15(2)** of the Housing (Miscellaneous Provisions) Act 1997, also provides that a Housing Authority may request from another Housing Authority, the Criminal Assets Bureau, the Garda Siochana, the Department of Social Welfare, the Health Board or a Voluntary Housing Body, information in relation to any person seeking a house from the Authority or whom the Authority considers may be or may have been engaged in anti-social behaviour and notwithstanding anything contained in and enactment, such other Housing Authority or other Organisation listed above may provide the information to the Housing Authority requesting it.
- C. It is also the practice of the Sligo Borough Council in the interests of good estate management, to engage where appropriate in advance consultations with representative tenants groups regarding prospective allocations in their areas. For the purpose of this consultation the Sligo Borough Council will release the name and address of individual housing applicants to representative groups.

* **Anti-social behaviour includes either or both of the following, namely,**

- (1) the manufacture, production, preparation, importation, exportation, sale, supply, possession for the purposes of sale or supply, or distribution of a controlled drug (within the meaning of the Misuse of Drugs Act, 1997 and 1984).
- (2) Any behaviour which causes or is likely to cause any significant or persistent danger, injury, damage, loss or fear to any person living or working or otherwise lawfully in or in the vicinity of a house provided by a Housing Authority under the Housing Acts, 1966 to 1997, or a housing estate in which the house is situated and, without prejudice to the foregoing, includes violence, threats, intimidation, coercion, harassment or serious obstruction of any person.

** **Estate management includes:-**

- (1) the securing or promotion of the interests of any tenants, lessees, owners or occupiers, whether individually or generally, in the enjoyment of any house, building or land provided by a housing authority under the Housing Acts, 1966 to 1997.
- (2) the avoidance, prevention or abatement of anti-social behaviour in any housing estate in which is situate a house provided by a housing authority under the Housing Acts, 1966 to 1997.