



APPLICATION TO EXCHANGE WITH ANOTHER COUNCIL TENANT

Your Address

Telephone Number Mobile Number

YOUR FAMILY OR HOUSEHOLD

Include everyone living at your present address, your own name first and tick the end box if they will be moving with you.

Surname	First Name	Male or Female?	Date of birth	Relationship to you	Will they be moving with you? (Tick if yes)
				<i>Myself</i>	

DOMESTIC PETS
Please note. Cats and Dogs will not be allowed in certain premises.

Name and Address of tenant with whom you desire to exchange dwellings

Reasons for wishing to exchange to this property

- In the event of the Council agreeing to an exchange, I hereby undertake:-
- (1) To leave all Council fittings etc, intact in the dwelling.
 - (2) Not to remove any Fences, Hedges, Shrubs or Paving Slabs etc, without the written consent of the Council.
 - (3) In the event of the Council agreeing to the exchange, I/we hereby certify that no monetary or other consideration will be tendered or accepted by either party.

(In the case of joint tenancies all the tenants must sign) Signatures of Tenants
Date

- NOTES:-
1. The acceptance of this form in no way constitutes an undertaking that the exchange will be approved, and the applicants are warned of the necessity of receiving permission from the Council before any exchange takes place.
 2. The Council cannot sustain any loss of rent by permitting a tenant to exchange to another dwelling.
 3. Interior decorating is not carried out by the Council when tenants exchange dwellings.
 4. No exchange will be allowed until the condition of the applicants' dwelling and garden is found to be satisfactory.
 5. If approval is given it will be on the understanding that dwellings have been viewed and that both parties to the exchange are willing to accept the premises in the condition which they find them.
 6. AN INSPECTION OF THE PROPERTY WILL BE CONDUCTED.