



# DARLINGTON

Borough Council

## Licensing of Houses in Multiple Occupation

### The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (Amendment) (England) Regulations 2012

This form should be used if you have control of or manage a House in Multiple Occupation (HMO) for which you are applying for a renewal of a House in Multiple Occupation Licence.

Please note that the information you provide as answers to the questions indicated by the ▲ symbol will be entered into a public register but only to the extent required by law.

Section One: Licence Holder Details			
▲ Title:			
▲ Forename(s):		▲ Surname:	
▲ Address:	Post Code:		
Telephone/Mobile:			
E-Mail/ Fax:			

Section Two: Manager/ Managing Agent Details			
Title:			
Forename(s):		Surname:	
Address:	Post Code:		
Telephone/Mobile:			
E-Mail/ Fax:			





Do you have any contraventions, Civil or Criminal, of any provision of any enactment relating to:-						
Landlord and Tenant Law	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing Legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have any properties you are involved with been refused a Licence under Part 2 or 3 of the Act?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have any properties you are involved with been refused a Licence under Part 2 or 3 of the Act?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you, or have you owned any property that has been the subject of any proceedings (Court or otherwise) by a Local Authority?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
you, or have you owned any properties that have been, or are, subject to a Management Order?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have any of your properties been subject to a Control Order in the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered YES to any of the above questions, you must supply further details of the offence and if it is the Manager, the address of the property that person is managing.

These details can then be used by the LHA to determine if that person can be judged 'Fit and Proper'

Please note that the Housing Act 2004, Section 238 makes it an offence to supply false information.



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**Part 1 Declaration:**

I/we declare that the information contained in this application is correct and to the best of my/our knowledge. I/we understand that I/we commit an offence if I/we supply any information to a local housing authority in connection with any of their functions under any of Parts 1 to 4 of the Housing Act 2004 that is false or misleading and which if known is false or misleading or I/we are reckless as to whether it is false or misleading.

I/We declare that the house in respect of which a licence is sought under Part2/Part 3 of the Housing Act 2004 is subject to a licence under that Part at the time this application is made. I/We further declare that to the best of my/our knowledge either: (a) none of the information described in paragraph 2(c) to (g) of that Act and previously submitted to the authority has materially changed since that licence was granted; or (b) the only material changes to that information are described as follows: [include description of all material changes].

I/we understand that should any circumstance referred to in this application change, that I/we must inform Darlington Borough Council as soon as is practicable. I/we understand that information supplied with this application will be stored in accordance with the principles of The Data Protection Act 2018 and will only be shared with other relevant bodies, including other local authorities and Government Agencies, where legally necessary.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please note we reserve the right to carry out additional checks in support of your application within the Council and with other agencies as appropriate.

Please attach additional sheets, if necessary.

In the case of partnerships or trustees, all partners/trustees must sign. In the case of a limited company, this application must be signed by a Director or Company Secretary or other authorised officer, in which case, we will require proof of authority.

Please return completed application forms to:

**Private Sector Housing Team**  
**Darlington Borough Council**  
**Town Hall**  
**Darlington**  
**DL1 5QT**

Or by Email to [Housingrenewal@darlington.gov.uk](mailto:Housingrenewal@darlington.gov.uk)