



# Compensation Claim Form (Tenants' Improvements)



Name(s) of tenant(s):.....

Address of property concerned:.....

**Eligibility Criteria:**

- (a) You are not eligible for this compensation if you are exercising your Right to Buy or acquiring the property on Rent to Mortgage terms.
- (b) You are not eligible for this compensation if your improvement was started before 1 April 1994.
- (c) You must make your claim in writing up to 28 days before the end of the tenancy or up to 14 days after your tenancy ended.
- (d) You are not eligible if you have not had prior permission from Housing Services to carry out the improvement.
- (e) For further details please see the Compensation section of our Housing Management Policy

**Details of improvement(s) for which you are claiming compensation:**

Improvement	Date Started*	Date Completed	Cost (£) **

\*You can include materials and employed labour but not the cost of your own labour or appliances installed, e.g. cooker. You should attach the relevant invoices, if available, otherwise you must provide an estimated breakdown of the costs.

Date on which your tenancy ends:.....

Please detail any grant or minor works assistance under Part VIII of the Local Government and Housing Act 1989 or assistance from the Home Energy Efficiency Scheme that you have received for the improvement work

[Large empty rectangular box for address and signature]

Address to which you would like payment sent (all payments are made by cheque):

.....  
.....

Signature: .....

Date: .....

NB - If you deliberately give false information, you may be prosecuted.

Please return to: Housing Services, Town Hall, Feethams, Darlington DL1 5QT or email to [housing@darlington.gov.uk](mailto:housing@darlington.gov.uk)

