

REQUESTS FOR ANY ALTERATIONS OR WORKS TO RENTAL PROPERTIES

In submitting an application to take a tenancy at this property, the tenant is deemed to have accepted the property’s condition and decorative order as found on the viewing appointment. The landlord reserves the right to refuse permission for any changes or alterations.

If you propose to carry out any changes or improvements prior to the tenancy or upon moving in, please state these below in order that Church and Hawes can verify with the landlord. **If any changes or alterations are carried out without the landlord’s prior agreement, this could affect the return of your deposit at the end of the tenancy.** Please give as much detail as possible, continuing on a separate sheet if necessary and be sure to include any fixtures – for example picture hooks to be fitted, carpets to be changed and/or decoration works (decoration of woodwork should be listed separately from decoration of walls etc): **WITHOUT THE LANDLORD’S WRITTEN PERMISSION, YOU CANNOT DECORATE THE PROPERTY.**

LOCATION i.e: Bedroom 2/Garden	PROPOSED WORKS i.e:Painting/Fitting	PROPOSED COMMENCEMENT DATE	DETAILS/DESCRIPTION OF WORKS i.e: paint colour	ADDITIONAL NOTES

I/We hereby confirm that we request permission for the above proposal/s and I/We understand that any future proposals must be submitted on the required permission request form available from Church and Hawes:

Signed Signed..... (TENANT)

Dated.....

I/We hereby confirm that we do not intend to make any changes or alterations at present and I/We understand that permission for any future proposals must be agreed by the landlord. (For managed properties, this must be submitted on the required permission request form available from Church and Hawes):

Signed Signed..... (TENANT)

Dated.....

Please sign and return this form to our office as soon as possible, before the start of the tenancy, preferably with your reference forms.

Should the tenant wish to make any changes or alterations *during the course of the tenancy*, decorative or otherwise, then permission must be sought from the landlord in advance.

In order to obtain permission for a property *managed* by Church and Hawes, the tenant must ask Church and Hawes for a permission form which must be completed and returned to Church and Hawes who will then forward it to the landlord for their written approval.

REQUESTS TO KEEP ANIMALS OR PETS AT RENTAL PROPERTIES

If you intend to keep any animals or pets at this property, then permission must be obtained from the landlord. **SO AS TO AVOID BREAKING THE TERMS OF YOUR TENANCY AGREEMENT.**

Please list below details of any animals that you intend to keep at the property, including externally:

TYPE OF ANIMAL	HOW MANY	ADDITIONAL NOTES

I/We hereby request permission to keep the above animal/s at the property

Signed Signed..... (TENANT)

Dated.....

I/We hereby confirm that no animals are to be kept at the property and I/We understand that should I/we wish to obtain and keep any animal at any stage during the course of the tenancy, then Permission must be obtained from the landlord in advance via Church and Hawes.

Signed Signed..... (TENANT)

Dated.....

Please sign and return this form to our office as soon as possible, before the start of the tenancy, preferably with your reference forms.

Should the tenant wish to obtain and keep an animal *during the course of the tenancy*, then permission must be sought from the landlord in advance. In order to obtain permission, the tenant must contact Church and Hawes to seek permission from the landlord. If the landlord is agreeable, then you will be sent a pet addendum form which must be completed and returned to Church and Hawes – this will then form part of your tenancy agreement.