

## Application for a Mutual Exchange









Tenant (and joint tenant)							
name(s)							
Home			Mobile	or work			
telephone		Mobile or work telephone					
Email			telephe				
address							
Are you marrie	l d or in a civ	/il nartnersl	nip? Yes	No□			
If yes, you need		•	•	МОП			
Why do you wa			***				
exchange?							
Do you have ar	ny pets?		Yes N	lo			
If yes, please g	ive details						
Applicant 1's Prop	erty						
Address							
Postcode							
Landlord				No of bedrooms			
Heating type	Gas I	Electric	House type	e eg flat,			
Have you made		4: 4	house, mu	u-storey	Yes	No	
Tiave you made	ally allere	illoris to yo	ui property:		163	INO	
Does your prop level access sh If yes, please g	ower, a rar	np or adap	tations for a		es within you Yes No	r home eg	
Please list all the	e people wh	no are mov	ing with App	licant 1			
Name		Relation Applic	onship to ant 1	Date of birth	Gender	Living apart?	
		Applica			M□F□	N/A	
					M 🗆 F 🗆	Yes □ No □	
					M□F□		
						Yes □ No □	
						Yes □ No □	
		İ			$IM \sqcap F \sqcap$	Yes □ No □	

## **Applicant 2** Tenant (and joint tenant) name(s) Mobile or work Home telephone telephone Email address Are you married or in a civil partnership? Yes No If yes, you need to sign a consent form Why do you want to exchange? Do you have any pets? Yes No If yes, please give details

Applicant 2's P	roperty						
Address							
Postcode							
Landlord				No of bedrooms			
Heating type	Gas	Electric	House typ house, mu				
Have you made	e any alte	erations to ye	our property?			Yes	No
If yes, give deta	ails of the	alterations					
Does your prop	•	•				-	nome eg
level access sh	-			wheelchair?	Yes	No	
If yes, please g	ive detail	s of the feat	tures				

## Please list all the people who are moving with Applicant 2

Name	Relationship to Applicant 1	Date of birth	Gender	Living apart?
	Applicant 1		M□F□	N/A
			M□F□	Yes ☐ No ☐
			M□F□	Yes □ No □
			M□F□	Yes ☐ No ☐
			M 🗆 F 🗆	Yes ☐ No ☐
			M□F□	Yes ☐ No ☐

## **Declaration**

I confirm that the details I have given on this application form and true and accurate.

I authorise my current landlord to provide a tenancy reference to any of the North Ayrshire Housing Register (NAHR) landlords.

I understand the following conditions apply to mutual exchange.

- 1. Each of the NAHR landlords has its own mutual exchange policy and its own reasons for refusing mutual exchanges. You should check with your own landlord what their policy is.
- 2. I need to inspect the house that I want to exchange into and make sure it is in an acceptable condition and that all fixtures and fittings etc are left intact.
- 3. The NAHR landlords will not incur any expenses in connection with a mutual exchange out with normal repairs, which are the landlord's responsibility.
- 4. My house will be inspected by my landlord and any repairs identified as being a result of my carelessness or negligence will need to be repaired at my expense prior to the exchange being approved.
- 5. The NAHR landlord is not responsible for the maintenance of any non-standard fixture or fitting that the incoming tenant wants to keep.

Signatures of Applicant(s) 1	Date
Signatures of Applicant(s) 2	Date