

PART 11. RELEVANT INFORMATION– see note 11

11.1 Subject to the provisions of the Rehabilitation of Offenders Act 1974, please state the particulars of any relevant issues (see below) recorded against any person named in Parts 1, 2, 3 and/or 4 or any persons associated or formerly associated on a personal or work basis with those named in Parts 1, 2, 3 and/or 4. (Continue on a separate sheet if necessary). Applicants are required to carry out a Criminal Records Bureau (CRB) check and provide us with details of the results as part of their HMO licence application

Name	Date	Court	Offence	Sentence

Relevant Issues include:

- i) Criminal offences involving: Fraud, Dishonesty, Violence, Schedule 3 of the Sexual Offences Act 2003.
- ii) Practiced unlawful discrimination on grounds of sex, colour, race ethnic or national origins or disability in connection with a business.

Continued over

PART 14. DECLARATION – see note 14

As the applicant, you must let certain persons know in writing that you have made this application or give them a copy of it.

The persons who need to know about it are:

- Any mortgagee of the property to be licensed;
- Any owner of the property to which the application relates (if that is not you) i.e. the freeholder and any head lessors who are known to you;
- Any other person who is a tenant or long leaseholder of the property or any part of it (including any flat) who is known to you other than a statutory tenant or other tenant whose lease or tenancy is for less than three years (including a periodic tenancy);
- The proposed licence holder (if that is not you);
- The proposed managing agent (if any) (if that is not you);
- Any person who has agreed that he will be bound by any conditions in a licence if it is granted.

You must tell each of these persons:

- Your name, address, telephone number and email address or fax number (if any);
- The name, address, telephone number and email address or fax number (if any) of the proposed licence holder (if it will not be you);
- Whether this application for an HMO licence under Part 2 or for a house licence under Part 3 of the Housing Act 2004;
- The address of the property to which the application relates;
- The name and address of the local housing authority to which the application will be made;
- The date the application will be submitted.

I/we declare that I/we have served a notice of this application on the following persons who are the only persons known to me/us that are required to be informed that I/we have made this application..

Name	Address	Date	Description of the persons interest in the property or the application

