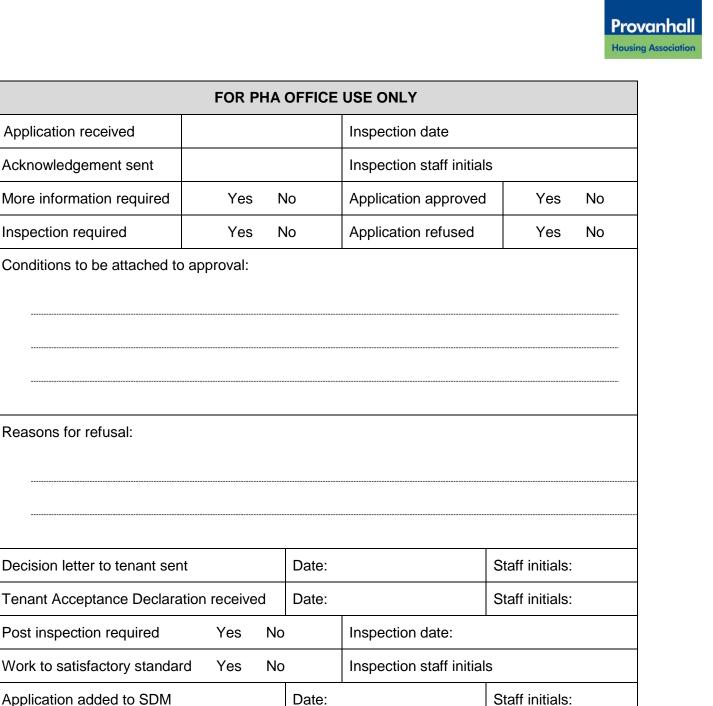
PROVANHALL HOUSING ASSOCIATION ALTERATIONS / IMPROVEMENTS APPLICATION FORM



Sections 1 – 7 must be completed by the applicant.

1.	Address	
		Flat:
2.	Tenant name – if joint tenancy, both names must be given	
	1.	
	2.	
3.	When do you plan to carry out the work?	
4.	Give details of proposed alteration or improvement	
5.	Give details of who will carry out the work (if not the applicant)	
	Name:	
	Phone:	
6	Some improvements may qualify for compensation at the end of the tenancy. For eligibility to the Right to Compensation for Improvement scheme, you must forward copies of all invoices and receipts on completion of the work.	
	Estimated cost of the work	£
7	I understand and accept that no work will be carried out until written permission is received from the Association.	
	Tenant Signature	1.
	If joint tenancy, both tenants	2.
	must sign Date:	
Please hand deliver the completed form to the association office or post by recorded delivery.		
You will receive an acknowledgement within 5 working days		

PROVANHALL HOUSING ASSOCIATION ALTERATIONS / IMPROVEMENTS APPLICATION FORM



Staff initials:

Date:

Application documents scanned to file