

Alteration Application form

PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS

Part A – Leasehold property

(1) Leasehold property address: _____

(2) Floor Level (Ground, 1st, 2nd) _____

(3) Type of property (flat, maisonette) _____

Part B – Leaseholder's details

(4) Name(s) of leaseholders(s): _____

(5) Correspondence address: _____

(6) Contact numbers & email Home: _____ or _____

Work: _____ or _____

Mobile: _____ or _____

Email _____

Part C – Alteration Details

(7) Please provide a brief description of your proposed alteration:

(8) Supporting documentation enclosed (if applicable):

Current Plans of property Proposed Plans of property Structural Engineers report
Planning permission Building Control

Part D – Declaration

I / we have sought permission from our mortgage lender to carry out alterations

I / we do not need permission from our mortgage lender to carry out alterations

I / we do not have a mortgage

I / we understand that The Hyde Group may wish to inspect the property before, during and after the proposed alterations

Signed: _____ **Date:** _____

Signed: _____ **Date:** _____