

Walterton and Elgin Community Homes

Leaseholder

Home Improvement Application

Please complete this form. Please return to peta@wech.org.uk. Before you consider improvements, additions or alterations to your home, check your lease to see what is allowed. Some alterations are not permitted, and we need to give written permission for others before you can begin.

Please allow 15 days for a response to your application. You must not commence work until approval is received in writing from WECH.

Personal Details	Leaseholder
Title:	
First Name:	
Surname:	
Address including postcode:	
Contact Telephone number:	
Email Address:	

Please tick the relevant box indicating which works you would like permission for and provide details of any quotes, drawings, changes to the current layout or changes to utility supplies. You must confirm if the property is situated within a conservation area

- Installing double glazing
- New Fitted bathroom
- New hard floor
- Other
- New fitted kitchen
- New central heating system
- Installing front/rear/balcony doors

If other, please detail here:

Disclaimer

1. WECH's approval to carry out an improvement/modification of any work described above can only be validly given in writing by an Authorised member of WECH staff.
2. I understand that should WECH grant consent for the improvements/modification must be carried out in a professional manner and the material and work undertaken must be a professional standard capable of providing a life, with normal use of care, at least as good as that any parts of the property which have been removed or altered as part of the improvement. Any alterations/improvement will remain or will be reinstated to its original condition by you, if required by WECH
3. If your lease does not permit structural alterations, we will not grant you any consent to carry out this type of work.
4. I understand that any alteration to telephone, gas, water or electricity services, drainage or any other statutory undertaker, must be in conformity to the requirement of the Agency concerned and appropriate certificates obtained. A gas/electrical test certificate should always be available where such work has been carried out. An independent test may be required in other circumstances depending on the nature of the work proposed and you must ensure that regulations covering these services are adhered to.
5. I will be responsible for the repair and upkeep of the improvement and for consequential make good of the property following the improvement, and for the repairing of any other statutory requirements or claim from Third Parties in all circumstances.
6. I will indemnify WECH against all costs and damage resulting from the actions against WECH in respect of any alleged breach of Planning and Building Regulations requirements or any other statutory requirements or claim from Third Parties in all circumstances.
7. I also agree to keep WECH indemnified when leaving the property.
8. I agree that any costs and expenses incurred will be borne to myself.
9. I agree to cover all costs associated with the works, including any surveyors fee that ay be requirement during and after completion.

Applicant:

Full Name (Please print)

Signed:

Date:
