



APPLICATION TO SUBLET

Name:	
Address:	
Telephone:	
Email:	

I wish to sublet to the following person:

Name:	
DOB:	
Address:	
Telephone:	
Email:	
Relationship:	

Details of person subletting

Address (for the last 10 years)	Name/Address of landlord OR owner/occupier	From	To

If you live outwith Caithness:

(Please tick applicable boxes)

I am employed or have been offered employment in Caithness

Name of employer:

I wish to move into the area to seek employment

I am over 60 years of age and wish to leave near a younger relative

I have a special social or medical reason for wishing to be housed in Caithness

Reasons:

Do you have any relatives in Caithness? NO YES

Name	Address	Relationship to you

Do you have rent arrears or any other tenancy related debt with your current or any previous landlords? NO YES

Name of landlord	Address of landlord	Amount	Dates when you were a tenants	
			From	To

The Housing Application Guide explains why we must ask these questions:

Have you or any member of your household ever been evicted for anti-social behaviour? NO YES

Are you or is any member of your household subject to an anti-social behaviour order? NO YES

If yes, we will contact you for more details.

Do you suffer from ill health or have a disability which if being affected by your present accommodation? NO YES

Have you previously applied for a medical assessment in connected with housing in the Highland area? NO YES

Particulars of all persons in household (who will occupy the house)

Name	Sex (M/F)	Date of birth	Relationship to applicant

Declaration – Sex Offenders Act (1997)

The Housing Application Guide explains why we must ask this question.

Are you or any person who will be living with you required to register with the police under schedule 2 of the Sex Offenders Act (1997) as amended by the Sexual Offences Act 2003? NO YES

If YES, please provide the name of the person:

If YES, please return your form in a sealed envelope marked “**PRIVATE & CONFIDENTIAL, FOR THE ATTENTION OF A SENIOR HOUSING OFFICER**”

Declaration to be signed by Tenant and applying Sublet:

I declare that the aforementioned particulars given by me, are true in every respect and I hereby undertake to inform the Property Services Department of any change in my circumstances.

Signature of Tenant:

Signature of Sublet:

Date: