



Proposal for a Variation

of existing HMO Licence Conditions by consent

1. Declaration

To:
HMO Licensing
Eastleigh Borough Council
Eastleigh House
Upper Market Street
Eastleigh
SO50 9YN

I HEREBY PROPOSE that the existing HMO Licence Conditions for the house in multiple occupation at:

Address:.....
..... Post Code.....

HMO Licence Reference Number :
.....

be varied to take account of the change of circumstances that has occurred since the Licence was granted.

I DECLARE that the information contained in this proposal is correct to the best of my knowledge. I understand that I commit an offence if I supply any information to a local housing authority in connection with any of their functions of any Parts 1 to 4 of the Housing Act 2004 that is false or misleading and which I know is false or misleading or am reckless as to whether it is false or misleading.

Signature:	
Date:	



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2. Details of Applicant

Title: Mr Mrs Miss Ms Dr Other:

Full Name *(do not give initials)*:

Forename(s)

Surname

Residential Address *(essential)*:

House Name/Number.....

Street.....

..... Post Code.....

Business Address *(if applicable)*:

Building Name/Number.....

Street.....

..... Post Code.....

Please tick this box if this is preferred address for correspondence

Contact Details:

Phone number(s): Home

Work

Mobile

Email address:

Interest in Property

Please select one of the following categories to indicate your legal status in this matter:

I am the Licence Holder

I have an estate or interest in this HMO

I manage or have control of this HMO

I am a person on whom a restriction or obligation is imposed by the Licence in accordance with s.67(5) of the Act



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Guidance Notes

Your proposal to change the licence & conditions of an HMO Licence is made under section 69(1)(a) and in accordance with the procedural requirements set out in Schedule 5 part 2 of the Housing Act 2004. That section allows for the Licence Holder and the Council to agree to changes to HMO Licence Conditions already granted.

Apart from the Conditions required by statute, there is no limit to what can be changed provided both parties consent to the changes. The purpose of making changes is to relieve or remove legal obligation on the Licence Holder. Typically, the changes may involve an extension of any time periods set for works or to permit change in occupancy numbers.

Your proposal will be considered and, if necessary, we may seek further information from you to help in our consideration of the request. The case officer may visit the property and discuss alternatives with you.

Please note the Council has the right to refuse a requested variation where there is just cause to do so. You will be notified of any intended decision and given an opportunity to provide further representations against the advised intention before a final decision will be made.

Fee

There is no application fee for this proposal

Public Register

Each Licence must be listed in the Register of HMO Licences, which is available for inspection by the public at all reasonable times. It includes your name and address.

Do you need more help?

If you need help with your proposal please contact:

HMO Licensing
Eastleigh Borough Council
Eastleigh House
Upper Market Street
Eastleigh
SO50 9YN
Tel: 023 8068 8000

Or enquire on line at:

Website: <https://www.eastleigh.gov.uk/business/licensing-permits-and-registration/house-in-multiple-occupation-licence>