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| **C:\Users\cheaney\Desktop\RoscommonCoCo_Screen.jpg** | **Repair and Leasing Scheme**  **Application Form** |

**If you are interested in having your property repaired for leasing to Roscommon County Council, please complete the form below and attach any other relevant information you may have.**

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| --- | --- | --- | --- | --- |
| **1 –** **Contact Details** | | | | |
| **Name** | |  | | |
| **Address** | |  | | |
| **Phone Number:** | |  | | |
| **Email Address:** | |  | | |
| **2 – Property Details** | | | | |
| **Property Address** | |  | | |
| **Eircode** |  | **Folio Number** |  | |
| **Type (Apt, Duplex, Detached, End of Terrace, Semi-D, Bungalow etc.)** | |  | | |
| **No. of Bedrooms – Ground Floor** | |  | | |
| **No. Of Bedrooms – First / Second Floor** | |  | | |
| **Downstairs Toilet** | | **Yes / No** | | |
| **Floor Area (m2)** | |  | | |
| **Site Area (Acres)** | |  | | |
| **Energy Rating (BER) if available** | |  | | |
| **3 - Property Circumstances** | |  | | |
| **Do you hold good, unencumbered, freehold title to the property? If no, give details.** | |  | | |
| **Is there a mortgage on the property?**  **If so, have you enquired from your lender if they will consent to a lease arrangement?** | |  | | |
| **Was the property previously a local authority property. If Yes, give details of how you acquired the property.** | |  | | |
| **Is there current planning permission on the subject property? If so, please provide planning reference number** | |  | | |
| **Is the property vacant?**  ***Note vacancy is a requirement of the scheme – minimum of at least one year*** | |  | | |
| **What are the reasons for vacancy?** | |  | | |
| **How long has the property been vacant?** | |  | | |
| **Summary of Repairs required** | |  | | |
| **Estimate Cost of Repairs** | |  | | |
| **Please provide any other supporting documentation that you consider relevant to the property i.e. photographs, copies of documents, notices, etc.** | | | | |
| **Please return to :**  **Housing Business Unit,Roscommon County Council, Áras an Chontae,Roscommon Town**  **Co. Roscommon Tel. (090) 6637230**  **Or email to:**  The Housing Business Unit on [housing@roscommoncoco.ie](mailto:housing@roscommoncoco.ie) | | | |