



Comhairle Contae  
Ros Comáin  
Roscommon  
County Council

# 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.

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, Vacant Commercial Unit , unfinished development etc.)			
No. of Bedrooms – Ground Floor			
No. Of Bedrooms – First / Second Floor			
Downstairs Toilet		Yes / No	
Floor Area (m <sup>2</sup> )			
Site Area (Acres)			
Existing Energy Rating (BER) if available			

<b>3 - Property Circumstances</b>	
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? <i>Note vacancy is a requirement of the scheme – minimum of at least one year</i>	
What are the reasons for vacancy?	
How long has the property been vacant?	
Is property exempt from commercial rates? If so, provide documentary evidence	
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.	
<p><b><u>Please return to :</u></b></p> <p>Housing Business Unit, Roscommon County Council, Áras an Chontae, Roscommon Town Co. Roscommon F42 VR98 Tel. (090) 6637100</p> <p><b>Or email to:</b></p> <p>The Housing Business Unit on <a href="mailto:leasing@roscommoncoco.ie">leasing@roscommoncoco.ie</a></p>	