



warrington housing
association

The Gateway, 89 Sankey Street, Warrington, WA1 1SR. Tel. 01925 246810

www.wha.org.uk

APPLICATION TO EXCHANGE PROPERTIES

Name/s: Mr/Mrs/Ms./Miss:

Partner's Name/s: Mr/Mrs/Ms./Miss:

Address:

Tel. Numbers. (Include mobiles):

Email:

Name and address of your landlord:

Details of **ALL** persons living at above address

| <u>Surname</u> | <u>Forename(s)</u> | <u>Date Of Birth</u> | <u>Relationship To Tenant</u> |
|----------------|--------------------|----------------------|-------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Current Property Details (e.g. house/flat/bungalow):

Number of bedrooms:

Details of any pets:

Reasons for wanting to exchange:

Date you want to move (**Please allow 28 days to process your exchange**):

DETAILS OF PERSONS WITH WHOM YOU WANT TO EXCHANGE

| <u>Surname</u> | <u>Forename(s)</u> | <u>Date Of Birth</u> | <u>Relationship To Tenant</u> |
|-----------------------|---------------------------|-----------------------------|--------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Economic Status – Please tick the box which best describes your circumstances

- Full time work (30 hours or more per week)
- Part time work (less than 30 hours per week)
- Government training scheme
- Job seeker
- Retired
- Not seeking work
- Full time student(s)
- Unable to work because of long term sickness or disability
- Other – please explain circumstances

Address of their property:

Name and address of their landlord:

Are you related to the person(s) with whom you want to exchange?

YES

NO

If YES, please give details:

Please note that by agreeing to exchange properties, you must also agree to accept each other's property in its present condition. It is recommended that in making your decision, you pay particular attention to decorative condition, the condition of the garden(s) and any alterations which may have been carried out by the previous tenant. The landlord will not rectify any alterations which may have been carried out to the property by the previous tenant.

I/we also give to Warrington Housing Association permission to request a tenancy reference from my landlord. Please note, your request to exchange may be refused if either party has rent arrears or the move would result in overcrowding or under-occupation of the properties.

Signed:

Date: