

Home Improvement Application

Name: _____ Date: _____

Address:

Telephone: _____ Email: _____

Tell us what home improvement / alteration you are requesting permission for. Please try to be as specific as possible and include details of changes to the structure, changes to service installations, location, materials, colours etc.

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Any alterations that you carry out must be done to a professional standard. Please tick the box if you will need to use any of the following qualified contractors:

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Gas |
| <input type="checkbox"/> Carpenter | <input type="checkbox"/> Plumber |
| <input type="checkbox"/> Building contractor | <input type="checkbox"/> Other _____ |

You may need permissions to carry out major construction or alterations to your home. You must contact your local authority to check what approvals you need and provide evidence to us before you begin any work. Please tick the boxes if you have:

- | | |
|---|---|
| <input type="checkbox"/> Building Approvals | <input type="checkbox"/> Planning Permissions |
|---|---|

Please provide any further details you think are relevant:

| |
|-------|
| _____ |
| _____ |
| _____ |
| _____ |

Name: Signature: Date: + - / -

Please return this application to Contact Team, Octavia Housing, Emily House, 202-208 Kensal Road, London W10 5BN or email info@octavia.org.uk