

Short Term Lets self-declaration document list

Applicant Type - please tick ✓		
Individual	Partnership	Company
Trust	Charity	
Applicant Details		
Name – <i>if not an individual</i>		
First name(s)		
Surname		
Contact number		
Contact email address		
Property Details		
Property name		
Address (Please include flat number e.g., 1F2 where appropriate)		
Postcode		
I/We confirm that the following documentation is held for the property - please tick ✓		
Completed a Legionella assessment		
Current Public Liability Insurance certificate		
Current Buildings Insurance cert		
Current Energy Performance Certificate		
Annual Emergency Lighting Certificate:		Secondary letting only, for accommodation with 5 occupants and above
DECLARATION		
<p>I/we certify that the information set out is true and correct and acknowledge that I may be asked to provide evidence of the validity of these documents as part of the application process.</p> <p>Any applicant who in making application makes any statement which the applicant knows to be false or recklessly makes any statement which is false in material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2,500</p>		
Signature of	(select from drop down list)	Date
Print Name		