

CERTIFICATE OF SERVICE

(Housing Act 2004 – Parts 2 and 3)

I (full name) _____ of (address) _____

hereby certify that I served the following persons

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

Name: _____
Address: _____

With Notice of application to Licence the following property in respect to Part 2 / Part 3 Housing Act 2004 (Address) _____

_____ a
copy of which I now produce marked as exhibit "A"

I informed those persons of my name, address, telephone number and email address, the name, address, telephone number and email address of the proposed licence holder (if that will not be me), whether this is an application under Part 2 or part 3 of the Housing Act 2004, the address of the property to which it (the application) relates, the name and address of the local housing authority to which the application will be made, and the date the application will be submitted.

This statement, consisting of one page signed by me, is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

Signed _____ Dated _____

**Retain this document for your information*