



Application for the Grant or Renewal of a House in Multiple Occupation

PUBLIC NOTICE

Under Part 5 of the Housing (Scotland) Act 2006 and the Private Rented Housing (Scotland) Act 2011

This form may also be completed electronically.

For the Premises at

Building Name

Address

Town

Post Code

I, the undersigned hereby declare that an application for the grant of a Licence has been made to Clackmannanshire Council, Kilncraigs, Alloa FK10 1EB

A copy of the application form lodged with the Council is displayed opposite.

Signature

Print Name

Date

Objections and Representations

Any objections or representations relating to the application should be made in writing to the Head of Development and Environment, Clackmannanshire Council, Kilncraigs, Alloa FK10 1EB. Please,

- i) specify the ground of the objection or nature of the representations;
- ii) specify the name and address of the person making it; and
- iii) ensure it is signed by him- or herself or by an agent on his or her behalf.

Such objection or representation shall only be entertained by the Council if it is delivered by hand or posted (by registered or recorded delivery post) so that in the normal course of post it might be expected to be delivered within 21 days of whichever is later or, as the case may be, latest of the following dates:

- i) the day of publication by the Council of a notice in newspaper application where the form of licence falls within a prescribed class;
- ii) the day (if any), specified by the Council; or
- iii) the dated application was made to the Council.

The Site Notice must be displayed for the whole period of 21 days at, or near the premises so that it can be conveniently read by the public.

It should also be noted that where an objection or representation is made to the Council after the date referred to but before a final decision is taken on the application, it is competent for the Council to entertain it if satisfied that there is sufficient reason why the objection or representation was not made within the period of time stated.



Date Received

Application for the Grant or Renewal of a House in Multiple Occupation

Certificate re display of notice

Under Part 5 of the Housing (Scotland) Act 2006 and the Private Rented Housing (Scotland) Act 2011

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For the Premises at

Building Name

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I/We hereby certify that I/we have, for a period of 21 days beginning with the date on which the application was made, displayed at or near the premises sought to be licenced, so that it can be conveniently read by the public, a notice in the prescribed form specifying the information required by Paragraph 2 (3) of the First Schedule of the above Act.

Signature

Print Name

Date

Note

Upon displaying the notice as above-mentioned this form, duly completed, should be returned to the Team Leader, Environmental Health at the address below.

All information supplied on this form will be used by Clackmannanshire Council solely for the purpose of Council business and details will be published on the Current Register of Houses in Multiple Occupancy in Clackmannanshire.

Please return the completed form to:

Environmental Health	ehealth@clacks.gov.uk
Clackmannanshire Council	www.clacksweb.org.uk
Kilncraigs	
Greenside Street	Tel.: 01259 450 000
Alloa	
FK10 1EB	Fax: 01259 727 450