

# SLIGO COUNTY COUNCIL

## RENT REVIEW FORM 2020

Tenant(s) Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ E mail: \_\_\_\_\_

Number of Bedrooms: \_\_\_\_

**PLEASE LIST ALL PERSONS CURRENTLY RESIDING IN YOUR DWELLING  
FULL DETAILS FOR EACH PERSON MUST BE PROVIDED IN THE SPACES BELOW**

Full Name (s)	Date of Birth	PPS No.	Relationship to Tenant	Weekly Income	Source(s) of Income		If aged 16-21 & in full time education, please state name of school /college
					Social Welfare	Employment	

Please attach supporting documentation for all household earners, as relevant, i.e. 2 consecutive payslips (employment); social welfare receipt/Declaration of Payments Statement (social welfare payment); Certified set of accounts and Tax Balancing Statement (self employed); other relevant documentation as required –see overleaf for further information

I/WE THE APPOINTED TENANT(S) OF THE ABOVE PROPERTY HEREBY DECLARE THAT THE INFORMATION SUBMITTED BY ME(US) IN THIS FORM IS CORRECT TO THE BEST OF MY(OUR) KNOWLEDGE AND AUTHORISE SLIGO COUNTY COUNCIL TO VERIFY THESE DETAILS WITH THE DEPARTMENT OF SOCIAL PROTECTION AND / OR MY EMPLOYER.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Tenant Joint Tenant (if applicable)

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To access Sligo County Council's Privacy Statement, please follow this link: . [http://www.sligococo.ie/gdpr/SligoCoCo\\_DataPrivacyStatement.pdf](http://www.sligococo.ie/gdpr/SligoCoCo_DataPrivacyStatement.pdf)

## RENT REVIEW 2020

### CHECKLIST FOR SUPPORTING DOCUMENTATION

The list below is for guidance purposes only. It may be of assistance to you when completing your rent review form. The documentation required will depend on the circumstances of your household including where changes have occurred since your last rent review. You may contact Sligo County Council on 071 911 1816 / 071 911 1802 for further information regarding your rent review or regarding your particular circumstances.

<b>Household Circumstance</b>	<b>Documentation Required</b>
<b>Income from Social Welfare</b>	<b>Social Welfare Payment Slip <i>or</i> Declaration of Payments Statement <i>or</i> Letter from Department of Social Protection</b>
<b>Income from Employment</b>	<b>2 consecutive pay slips (recent)</b>
<b>Loss of Employment</b>	<b>Documentary proof of loss of employment &amp; Letter from Department of Social Protection re welfare entitlement</b>
<b>Change in employment hours</b>	<b>4 consecutive pay slips that demonstrate the change in your income <i>and</i> letter from employer detailing the date of the change in employment hours /income</b>
<b>Additional child</b>	<b>Birth Certificate <i>and</i> PPSN</b>
<b>New occupant in your household</b>	<b>Complete an application form for Permission To Reside in a Local Authority Dwelling which is available from the Housing Office or download from the Council's website <a href="http://www.sligococo.ie">www.sligococo.ie</a></b>
<b>Joint Tenant has moved out</b>	<b>Complete an application form to Remove A Joint Tenant from the Tenancy which is available from the Housing Office or download from the Council's website <a href="http://www.sligococo.ie">www.sligococo.ie</a></b>
<b>Member of your household has moved out</b>	<b>Evidence of that member's new address e.g. Declaration of Payments Statement, Tenancy Agreement, utility bill</b>
<b>Dependent child between the ages of 16 &amp; 21</b>	<b>Letter from your child's school / college confirming his/her attendance for the academic year 2019/20</b>