



## Repair and Leasing Initiative – Application Form

**PLEASE COMPLETE FORM IN BLOCK LETTERS**

CONTACT DETAILS	
<b>NAME</b>	
<b>ADDRESS</b>	
<b>PHONE NUMBER/S</b>	
<b>EMAIL ADDRESS</b>	
PROPERTY DETAILS (please provide as much of the information below as possible)	
<b>PROPERTY ADDRESS</b>	
<b>PROPERTY TYPE</b> (Apt., Tce., Semi-D, Bungalow etc.)	
<b>NO. OF BEDROOMS</b>	
<b>FLOOR AREA (m<sup>2</sup>)</b>	
<b>SITE AREA (Acres)</b>	
<b>BUILDING ENERGY RATING (BER)</b>	
<b>MPRN (visible on electricity bill)</b>	
PROPERTY STATUS	
<b>Do you hold good, unencumbered, freehold title to the property?</b>  <b>If no, give details</b>	

<p><b>Is there a mortgage on the property?</b></p> <p><b>If yes, have you enquired from the mortgage lender if it will consent to lease property?</b></p>	
<p><b>Was the property previously owned by a Local Authority?</b></p> <p><b>If yes, please give details how you acquired property.</b></p>	
<p><b>Is the property vacant?</b></p> <p><i>Please Note: Vacancy is a requirement of the Scheme (minimum 12 months)</i></p>	
<p><b>Please give reason/s why property is vacant</b></p>	
<p><b>How long has property been vacant?</b></p>	
<p><b>Please provide supporting documentation that you have that may support your application; such as photographs, proof of ownership, proof of how long the property is vacant, utility bills etc.</b></p>	

Please return form and any supporting documentation to:

Repair & Leasing Scheme,  
Housing Section,  
Monaghan County Council,  
County Offices,  
The Glen, Monaghan.  
H18 YT50

**OR** email Michelle Mulligan at [mmulliga@monaghancoco.ie](mailto:mmulliga@monaghancoco.ie)

Should you have any queries contact Michelle on 047-73796