



Leeds
CITY COUNCIL

Housing Regulation Team
Leeds City Council
Knowsthorpe Gate
Cross Green
Leeds
LS9 0NP
Tel: 0113 247 6248
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Housing Act 2004
APPLICATION TO VARY A HOUSE IN MULTIPLE OCCUPATION LICENCE

Name: _____

Address: _____ Postcode: _____

Being the Licence Holder of the House in Multiple Occupation at:

Postcode: _____ HMO Licence Reference: _____

1. I write to request that the council vary the House in Multiple Occupation Licence for the above address for the following reason(s) *(please list all the variations that you are seeking as we will only consider the variations that you state below)*:

I confirm that I am the licence holder and I agree to the variations I have requested. I understand that I will be invoiced immediately by the council for this service. If I fail to pay the required fee then my application will not have been duly made and will be returned to me by the council. I will subsequently be liable for any breaches of the relevant legislation arising as a result of my faults, acts or omissions.

Signed: _____ Print Name: _____

Tel: _____ Fax: _____ email: _____

Date: _____