

Support Service Agreement: House in Multiple Occupation (HMO) Fire Standards Assistance



Please complete this form where you require our support service to design your fire detection and protection for your property.

The Residential Enforcement Team offer the following fire standards assistance:

You are required to provide an accurate floor plan of your property and relevant fee with this application.

Option 1 An annotated plan of your property detailing the fire alarm system and protection to the means of escape, in line with the LACORS fire safety guidance.
£120 (VAT included).

Option 2 An annotated plan of your property detailing the fire alarm system and protection to the means of escape, in line with the LACORS fire safety guidance.
A site inspection following works and written confirmation your property meets our fire standards.
£240 (VAT included).

Please indicate which service you require:

- Option 1 £120
 Option 2 £240

Address of property to which this agreement refers:

Postcode:

Full Name	
Contact Address	
Contact Number(s)	Phone 1:
Email	
Position with regard HMO (<i>manager/owner etc</i>)	

In accordance with the terms and conditions of this service as set out overleaf I hereby request and authorise the Residential Enforcement Team to support me by designing my fire detection and protection to the means of escape for the HMO address above.

I understand that I am required to provide an accurate floor plan of the property, detailing room use, doors, stairways and windows.

I understand that any changes to the internal layout of the property, may affect the information provided by the Residential Enforcement Team.

I understand that the fee of £120 / £240 (incl. of VAT) (per HMO) must be paid before the Council engages in the HMO licence application support service.

I understand that on receipt of my fire safety assistance from the Council, I will have a period of 8 months to undertake all works required to meet the Council's standard.

I understand that the Council will inspect my property during the term of the licence and if I have failed to meet the fire standards required, will receive a formal enforcement notice and accompanying charge of £450.

I understand that the personal information that I have given to the Council is for the purposes of this service. The Council will not forward this information to outside organisations, without my prior consent.

I confirm that I have read the attached notes and agree to them.

Signed: _____

Date: _____

Full Name: _____

