

**NOTES**

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**APPLICATION TO CONDUCT A BUSINESS FROM HOME**



**PART A - APPLICATION**

<b>1. TENANTS SURNAME:</b>	<b>3. ADDRESS:</b>
<b>2. OTHER NAMES:</b>	
<b>4. DAYTIME TEL. NO:</b>	<b>5. NAME OF BUSINESS:</b>
<b>6. TYPE OF BUSINESS:</b>	
<b>7. WHAT PART OF THE HOUSE/GROUNDS WILL BE USED IN CONNECTION WITH THE BUSINESS?</b>	<b>8. BETWEEN WHAT HOURS WOULD THE BUSINESS OPERATE?</b>
<b>9. DESCRIPTIONS OF THE ACTIVITIES INVOLVED IN THE BUSINESS. (PLEASE PROVIDE AS MUCH DETAIL AS POSSIBLE):</b>	

**PART A - APPLICATION (CONT.)**

**10.** PLEASE GIVE DETAILS OF ANY MATERIALS WHICH WOULD BE STORED ON THE PREMISES FOR USE IN THE BUSINESS:

**11.** WILL THE BUSINESS AFFECT THE NUMBER OF CALLERS TO THE HOUSE? **YES / NO**  
IF YES PLEASE GIVE DETAILS:

**12.** WILL THE BUSINESS AFFECT THE NUMBER OF VEHICLES PARKING OR CALLING AT THE HOUSE? **YES / NO**  
IF YES PLEASE GIVE DETAILS:

**13.** ADDITIONAL INFORMATION RELEVANT TO THIS APPLICATION:

**PART B - CONSULTATION WITH NEIGHBOURS**

NAME AND ADDRESS:	DO YOU HAVE ANY OBJECTIONS TO THIS APPLICATION? (IF "YES" GIVE DETAILS):	SIGNATURE:	OFFICIAL USE
1.	Yes/No *	Date	
2.	Yes/No *	Date	
3.	Yes/No *	Date	
4.	Yes/No *	Date	
5.	Yes/No *	Date	

\* Additional Comments or Objections can be stated on page 4 of this Application.

**PART C - DECLARATION**

I declare that the information given on this form is correct and that, if approved, this application together with the letter of approval will constitute an agreed variation of my Scottish Secure Tenancy Agreement.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**OFFICE USE ONLY**

HOUSING OFFICER'S REPORT:

RECOMMENDATION:

HOUSING MANAGER APPROVAL:

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_