

**RENT PROOF:**

This form should be filled in by your landlord if you are a private tenant and have no written tenancy agreement.

Name of tenant or boarder (Mr, Miss, Mrs or Ms)							
The above person rents accommodation, boards or lodges at							
Your address and postcode							
Rent charged	£	Weekly		4 – weekly		Monthly	
Date rent charged from							

This rent includes:

	Yes	No	How much
Heating			£
Cleaning of common areas			£
Lighting of common areas			£
Cooking			£
Garage			£
Hot water			£
Furniture			£
Water charges			£

	Yes	No	How much
Personal laundry			£
Laundry facilities			£
Cleaning of accommodation			£
Lighting of accommodation			£
Lift			£
Porter or estate staff			£
Care charge			£
Council Tax			£

You must give a figure for every service you provide.

If you cannot give an amount for water charges please tell us the water charge for the whole of the property

If you include services in the rent that are not listed above, please write the name of the service and the amount here


Are meals provided? (please tick):

Yes		Breakfast		Lunch		Evening meal		No	
-----	--	-----------	--	-------	--	--------------	--	----	--

**DECLARATION**

The information I have given on this form is true and complete. You can make any enquiries you need to check the details I have given on this form.

Date  Landlord's / Agents Signature   
 Landlord's / Agents Address

**Please return this form to: BENEFITS SERVICES, CHARNWOOD BOROUGH COUNCIL, SOUTHFIELDS, LOUGHBOROUGH, LEICS. LE11 2TU.**