

For office use only  
Date received:  
Reference:



# right of first refusal

## Home Owner(s) offer to the Council

**Please use black ink and make sure every Section is completed and if a question is not applicable, write 'not applicable' in the box.**

The Council has 8 weeks to consider your offer before you may dispose of your Property. This period will commence upon receipt of a completed form and the relevant documents required

### Home Owners' Details

Name

Address

Postcode

### Telephone numbers

Home  Work

Mobile

Email Address

Address of property being offered back to the Council (if different from above)

Postcode



## Property details

Property type (e.g. semi-detached, house, bungalow etc.)

Number of bedrooms

Heating type and boiler age (eg gas central heating, solid fuel central heating)

Date the property was purchased from the Council

Details of any alterations since purchasing the property from the Council

Details of the current occupiers of the property (tenants, original purchaser etc)

Open Market Value of the Property

Chartered Surveyor Used

**Proof of the Certified current market value should be enclosed with this Form**



**Declaration from the Owner(s)**

I/We wish to dispose of the above property and I am/we are offering the Property back to the Council under the Right of First Refusal in accordance with the Covenant.

Each Owner should complete the section below

Owner 1 Name.....

Signature..... Dated .....

Owner 2 Name.....

Signature..... Dated .....

Owner 3 Name.....

Signature..... Dated .....

Owner 4 Name.....

Signature..... Dated .....

Please send your completed Form to:

Right to Buy Officer  
Charnwood Borough Council  
Southfield Road  
Loughborough LE11 2TT  
Email [asset.management@charnwood.gov.uk](mailto:asset.management@charnwood.gov.uk)

