



## Rents 2

# Apply for a determination about a proposed change in terms for a statutory Periodic Tenancy

## Section 6(3) of the Housing Act 1988

This form is for landlords and tenants who have been served with a notice under section 6(2) of the Housing Act 1988, proposing a variation in terms of a Statutory Periodic Tenancy which arises when a fixed term Assured, Assured Shorthold or Assured Agricultural Occupancy ends.

You must complete all sections and provide all documentation requested otherwise the tribunal cannot progress your application.

If you are unable to do so you must explain why. The tribunal will decide whether or not the application can proceed.

## Before you apply

### List of documents that need to be included with the application:

- a copy of any tenancy agreement
- a copy of the notice proposing changes to the statutory periodic tenancy
- an adjustment of the amount of rent (if applicable)

## If you have any questions

If you have any questions about this application contact the relevant regional office in **Annex 1**.

The tribunal cannot give legal advice on your case.

## Serving the application

You must send a copy of the application to the respondent and any interested party by email or post.

## Other notes

Write clearly if you are completing this form by hand.

Use another sheet of paper if there is not enough space for you to say everything.

Add your name at the top of any additional pages.

## Section 1 – Applicant’s information

### Note for Section 1

Use a separate sheet if you need to include details of more than one applicant.

#### 1.1 Details of applicant(s)

First name

Last name

Company name (optional)

#### 1.2 Applicant type (capacity)

Tenant/Joint tenants

Tenants’ Agent

Landlord

Landlord’s agent

#### 1.3 Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | | |

#### 1.4 Reference number for correspondence (optional)

**1.5** Contact details

Phone number

Mobile number

Email address

**1.6** Details of applicant's representative (if any)

First name

Last name

Company name

**Note 1.6:** A representative is someone you want to represent you in dealing with the tribunal.

If you appoint a representative, the tribunal office will only correspond with your representative.

**1.7** Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

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**1.8** DX number for correspondence (optional)

**Note 1.8:** Not all regional offices use the DX service.

See Annex 1 for offices that have DX numbers.

**1.9** Reference number for correspondence (optional)

**1.10** Contact details

Phone number

Mobile number

Email address

**Section 2 – Respondent’s information**

**2.1** Name of landlord or tenant

First name

Last name

**2.2** Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | | |

**2.3** Reference number for correspondence (optional)

## 2.4 Contact details

Phone number

Mobile number

Email address

## 2.5 Details of respondent's representative (if any)

First name

Last name

Company name

## 2.6 Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | | |

## 2.7 DX number for correspondence (optional)

## 2.8 Reference number for correspondence (optional)

**Note 2.7:** Not all regional offices use the DX service. See Annex 1 for offices that have DX numbers.

## 2.9 Contact details

Phone number

Mobile number

Email address

## Section 3 – Details of your tenancy

### 3.1 End date of the most recent fixed term tenancy

Day	Month	Year

### 3.2 Give details of the proposed changes to the terms of the tenancy

### 3.3 Will the changes require an adjustment to the rent?

Yes. **Go to Section 4.**

No. **Go to the statement of truth.**

## Section 4 – Details of premises

### 4.1 What type of accommodation do you rent?

Room(s)

Flat

Terraced house

Semi-detached house

Fully detached house

Other

### 4.2 If it is a flat or room(s) what floor(s) is it on?

Basement

Ground

First floor

Second floor

Other

### 4.3 Give the number and type of rooms, for example, one living room, two bedrooms, one bathroom

### 4.4 Does the tenancy include any other facilities for example a garden, garage or separate buildings or land?

No

Yes, give details

### 4.5 Do you share the accommodation with your landlord or other tenants?

No

Yes, give details

## Section 5 – Furniture

**5.1** Is any furniture provided to you under the tenancy?

No

Yes, give details

## Section 6 – Services

**6.1** Are any services provided under the tenancy for example cleaning or gardening?

No

Yes, give details

**6.2** Are you charged separately for services, maintenance, repairs, management costs or any other charges?

No

Yes, give details

Charge type

Amount

Frequency (per week, per month)

£

**6.3** Do the charges you pay for the services in 6.2 vary?

No

Yes, give details



## Section – 7 Rent

### 7.1 What is your current rent?

Amount

Frequency (per week, per month)

£

### 7.2 Does the rent include Council Tax?

No

Yes, give details

Amount

Frequency (per week, per month)

£

### 7.3 Does the rent include water charges?

No

Yes, give details

Amount

Frequency (per week, per month)

£

## **Section 8 – Repairs**

**8.1** What repairs are the responsibility of the landlord?

**8.2** What repairs are the responsibility of the tenant?

## Statement of truth

I **believe** that the facts stated in this form and any continuation pages are true.

### Signature

#### Date

Day

Month

Year

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#### Full name

## Checklist

### List of documents that need to be included with the application:

a copy of any tenancy agreement

a copy of the notice proposing changes to the statutory periodic tenancy

an adjustment of the amount of rent (if applicable)

**You must complete all sections and provide all documentation requested otherwise the tribunal cannot progress your application.**

**If you are unable to do so you must explain why in the box below. The tribunal will decide whether or not the application can proceed.**

## After you have completed this form

You can email your application and the documents from the checklist to the relevant regional tribunal address shown in the Annex 1 to this form.

If you cannot email, you can send the application by post.

# Annex 1

## List of addresses of tribunal regional offices

### Northern region

**Address:**

HM Courts & Tribunals Service  
First-tier Tribunal (Property Chamber)  
Residential Property  
1st Floor, Piccadilly Exchange  
Piccadilly Plaza  
Manchester  
M1 WWAH

**Telephone:** 01612 379491

**Fax:** 01264 785 128

**Email address:** [RPNorthern@justice.gov.uk](mailto:RPNorthern@justice.gov.uk)

**This office covers the following metropolitan**

**districts:** Barnsley, Bolton, Bradford, Bury, Calderdale, Doncaster, Gateshead, Kirklees, Knowsley, Leeds, Liverpool, Manchester, Newcastle-upon-Tyne, Oldham, Rochdale, Rotherham, St. Helens, Salford, Sefton, Sheffield, Stockport, Sunderland, Tameside, Trafford, Tyneside (North and South), Wakefield, Wigan and Wirral.

**It also covers the following unitary authorities:**

Hartlepool, Middlesbrough, Redcar and Cleveland, Darlington, Halton, Blackburn with Darwen, Blackpool, Kingston-upon-Hull, East Riding of Yorkshire, Northeast Lincolnshire, North Lincolnshire, Stockton-on-Tees, Warrington and York.

**It also covers the following Counties:**

Cumbria, Durham, East Cheshire, Lancashire, Lincolnshire, Northumberland, North Yorkshire and West Cheshire.

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### Midland region

**Address:**

HM Courts & Tribunals Service  
First-tier Tribunal (Property Chamber)  
Residential Property  
Centre City Tower  
5-7 Hill Street  
Birmingham  
B5 4UU

**For use by legal professionals:**

DX 360601 Birmingham 5

**Telephone:** 0121 600 7888

**Fax:** 01264 785 122

**Email address:** [RPMidland@justice.gov.uk](mailto:RPMidland@justice.gov.uk)

**This office covers the following metropolitan**

**districts:** Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton.

**It also covers the following unitary authorities:**

Derby, Leicester, Rutland, Nottingham, Herefordshire, Telford and Wrekin and Stoke-on-Trent.

**It also covers the following Counties:**

Derbyshire, Leicestershire, Nottinghamshire, Shropshire, Staffordshire, Warwickshire and Worcestershire.

## Eastern region

### Address:

HM Courts & Tribunals Service  
First-tier Tribunal (Property Chamber)  
Residential Property  
Cambridge County Court  
197 East Road  
Cambridge CB1 1BA

### For use by legal professionals:

DX 97650 Cambridge 3

**Telephone:** 01223 841 524

**Fax:** 01264 785 129

**Email address:** [RPEastern@justice.gov.uk](mailto:RPEastern@justice.gov.uk)

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**This office covers the following metropolitan districts:** Bracknell Forest, West Berkshire, Reading, Slough, Windsor and Maidenhead, Wokingham, Luton, Peterborough, Milton Keynes, Southend-on-Sea and Thurrock.

### It also covers the following Counties:

Bedfordshire, Berkshire, Buckinghamshire, Cambridgeshire, Essex, Hertfordshire, Norfolk, Northamptonshire, Oxfordshire and Suffolk.

## Southern region

### Address:

HM Courts & Tribunals Service  
First-tier Tribunal (Property Chamber)  
Residential Property  
Havant Justice Centre  
The Court House  
Elmleigh Road  
Havant  
Hants PO9 2AL

**Telephone:** 01243 779 394

**Fax:** 0870 7395 900

**Email address:** [RPSouthern@justice.gov.uk](mailto:RPSouthern@justice.gov.uk)

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### This office covers the following unitary

**authorities:** Bath and Northeast Somerset, Bristol, North Somerset, South Gloucestershire, Bournemouth, Plymouth, Torbay, Poole, Swindon, Medway, Brighton and Hove, Portsmouth, Southampton and the Isle of Wight.

### It also covers the following Counties:

Cornwall and the Isles of Scilly, Devon, Dorset, East Sussex, Gloucestershire, Hampshire, Kent, Somerset, Surrey, West Sussex and Wiltshire

## London region

### Address:

HM Courts & Tribunals Service  
First-tier Tribunal (Property Chamber)  
Residential Property  
10 Alfred Place  
London WC1E 7LR

### For use by legal professionals:

DX 134205 Tottenham Court Road 2

**Telephone:** 020 7446 7700

**Fax:** 01264 785 060

**Email address:** [London.RAP@justice.gov.uk](mailto:London.RAP@justice.gov.uk)

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**This office covers all the London boroughs.**

For information on how HM Courts and Tribunals Service process and store your data visit:

[www.gov.uk/hmcts/privacy-policy](http://www.gov.uk/hmcts/privacy-policy)