





5. On the  , a notice in writing (under s.21 of the Housing Act 1988), saying that possession of the premises was required, was served upon the defendant(s). It was served by (state how, when and by whom the notice was sent or delivered):

The notice expired on the

Attached to this claim form is a copy of that notice marked 'C' [and proof of service marked 'C1'].

6. Is the property part of a house in multiple occupation?  Yes  No

**If Yes,** complete the following:

- (a) The property is part of a house in multiple occupation and is required to be licensed under part 2 of the Housing Act 2004 and has a valid licence.

The licence was issued by  on   
*(name of authority)*

If the licence application is outstanding with the local housing authority, evidence of the application should be attached to this claim form marked 'D'.

- Is the property required to be licensed under Part 3 of the Housing Act 2004?  Yes  No

**If Yes,** complete the following:

- (b) The property is licensed under part 3 of the Housing Act.

The licence was issued by  on   
*(name of authority)*

If the licence application is outstanding with the local housing authority, evidence of the application should be attached to this claim form marked 'E'.

7. **The following section must be completed in all cases.**

- (a) Was a money deposit received in relation to the tenancy or in relation to a tenancy directly or indirectly replaced?  Yes  No

**If Yes,** complete the following:

(b) on what date did the fixed term come to an end?

- (c) has the landlord protected the deposit by lodging it in a Tenancy Deposit Scheme(TDS) authorised under Part 6 of the Housing Act 2004?  Yes  No

(d) when was the deposit lodged?

(e) what is the deposit reference number?

- (f) is a copy of the TDS certificate attached?  Yes  No

- (g) has the landlord given the tenant the prescribed information in relation to the deposit and the operation of the TDS?  Yes  No

(h) on what date was the prescribed information given?

- (i) has the deposit been repaid to the tenant?  Yes  No

If Yes, on what date was it repaid

8. Has the Claimant been served with a relevant notice in relation to the condition of the property or relevant common-parts under s.11 or 12 or 40(7) of the Housing Act 2004?  Yes  No

**If Yes –**

(a) on what date was the notice served? 

D	D	M	M	Y	Y	Y	Y
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(b) has the operation of the relevant notice been suspended?  Yes  No

**If Yes –**

has the period of suspension ended?  Yes  No

on what date did the suspension end? 

D	D	M	M	Y	Y	Y	Y
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(c) has the relevant notice been revoked under s.16 of the Housing Act 2004?  Yes  No

(d) has the relevant notice been quashed under paragraph 15 of Schedule 1 of the HA 2004?  Yes  No

(e) has a decision of the local housing authority not to revoke the relevant notice been reversed under paragraph 18 of Schedule 1 to the HA 2004?  Yes  No

(f) has a decision of the housing authority to take the action to which the relevant notice relates been reversed under s.45 of the HA 2004?  Yes  No

(g) did the tenant complain or try to complain about the relevant condition of the property or the common-parts to the landlord before the notice was given?  Yes  No

(h) is the relevant condition of the property or common-parts due to the breach of duty or contract on the part of the tenant?  Yes  No

(i) is the property genuinely on the market for sale with intent to sell to an independent person not associated with the landlord?  Yes  No

(j) is the landlord a private registered provider of social housing?  Yes  No

(k) is the Claimant a mortgagee whose mortgage pre-dated the tenancy and who requires vacant possession to sell the property under an existing power of sale?  Yes  No

9. Has a valid energy performance certificate been given free of charge to the tenant?  Yes  No

**If Yes –**

(a) when was the tenant given the certificate? 

D	D	M	M	Y	Y	Y	Y
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10. Is there any relevant gas fitting (including any gas appliance or installation pipework) installed or serving the premises?  Yes  No

**If Yes –**

(a) has a copy of the gas safety record been provided to the tenant?  Yes  No

(b) when was the tenant given a copy of the gas safety record?

(c) if there is no relevant gas appliance in any room occupied by the tenant has the landlord displayed in a prominent position in the premises a copy of the gas safety record with a statement endorsed on it that the tenant is entitled to have their own copy of the gas safety record on request to the landlord at an address specified in the statement?  Yes  No

11. Is the landlord a private registered provider of social housing?  Yes  No

**If No –**

(a) has the tenant been given a copy of the then current document 'How to Rent: the checklist for renting in England'?  Yes  No

**(b) If the answer to (a) is Yes –**

(i) when was the document provided?

(ii) how was the document provided?  Hard copy  Email

12. If the defendant(s) seek(s) postponement of possession on the grounds of exceptional hardship, is the claimant content that the request be considered without a hearing?  Yes  No

13. The claimant asks the court to order that the defendant(s)  
deliver up possession of the property   
to pay the costs of this claim



**Please tick the boxes to show which documents you have attached in support of the claim**

<input type="checkbox"/> Copy of the most recent (assured) (secure) tenancy agreement marked ' <b>A</b> '	Question 1 See page 2
<input type="checkbox"/> Copy of the demotion order marked ' <b>B</b> '	
<input type="checkbox"/> Copy of the most recent written tenancy agreement marked ' <b>A</b> '	Question 2 See page 2
<input type="checkbox"/> Where one or more tenancy agreements have been entered into a copy of the most recent one marked ' <b>A1</b> '	
<input type="checkbox"/> Copy of the notice in writing, stating that the tenancy was to be an AST marked ' <b>B</b> '	Question 3 See page 2
<input type="checkbox"/> Proof service of the document of the notice marked ' <b>B1</b> '	
<input type="checkbox"/> Copy of the notice saying that possession was required marked ' <b>C</b> '	Question 5 See page 3
<input type="checkbox"/> Proof of service of the notice requiring possession marked ' <b>C1</b> '	
<input type="checkbox"/> Evidence of any outstanding licence application under Part 2 of the Housing Act 2004 marked ' <b>D</b> '	Question 6 See page 3
<input type="checkbox"/> Evidence of any outstanding licence application under Part 3 of the Housing Act 2004 marked ' <b>E</b> '	