



# BASILDON DISTRICT COUNCIL

## REQUEST FOR MUTUAL EXCHANGE

### PROPERTY ONE

TENANT 1 : Name: ..... D.O.B. ....

TENANT 2 : Name: ..... D.O.B. ....

Joint Tenancy  Sole Tenancy

ADDRESS: .....

Post Code: ..... Tel. No: .....

### OTHER OCCUPANTS: (Not including Tenant(s) )

Name	D.O.B.	Relationship to Tenant
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

Landlord (who you pay your rent to) : .....

### Type of property:

Semi  Terraced  Detached  Flat  Maisonette

Number of Bedrooms

Sheltered Accommodation? YES  NO

\*Adaptations to Property? YES  NO

\*If YES to above, what alterations/adaptations? .....

### Former addresses with Basildon District Council:

.....  
.....  
.....

Tenant(s)

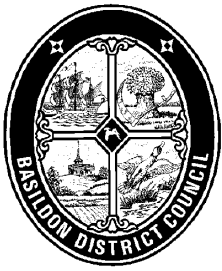
Signature(s) .....

**ALL RENT ACCOUNTS MUST BE CLEAR BEFORE AN EXCHANGE CAN TAKE PLACE**

Please return to:

Mrs S Groves  
Applications Section  
Basildon District Council  
St Martin's Square  
Basildon  
Essex SS14 1DL





# BASILDON DISTRICT COUNCIL

## REQUEST FOR MUTUAL EXCHANGE

### PROPERTY TWO

TENANT 1 : Name: ..... D.O.B. ....

TENANT 2 : Name: ..... D.O.B. ....

Joint Tenancy  Sole Tenancy

ADDRESS: .....  
.....  
.....

Post Code: ..... Tel. No: .....

### OTHER OCCUPANTS: (Not including Tenant(s) )

Name	D.O.B.	Relationship to Tenant
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

Landlord (who you pay your rent to) : .....

### Type of property:

Semi  Terraced  Detached  Flat  Maisonette

Number of Bedrooms

Sheltered Accommodation? YES  NO

\*Adaptations to Property? YES  NO

\*If YES to above, what alterations/adaptations? .....  
.....

### Former addresses with Basildon District Council:

.....  
.....  
.....

### Tenant(s)

Signed: .....

**ALL RENT ACCOUNTS MUST BE CLEAR BEFORE AN EXCHANGE CAN TAKE PLACE**

Please return to:

Mrs S Groves  
Applications Section  
Basildon District Council  
The Basildon Centre  
St Martin's Square  
Basildon  
Essex SS14 1DL

