

**APPLICATION BY TENANT FOR PERMISSION TO CARRY OUT  
WORK TO LOCAL AUTHORITY HOUSE**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**TELEPHONE NUMBER:**

**NATURE OF WORK:**

**NAME OF CONTRACTOR WHERE APPLICABLE:**

**ADDRESS:**

**TELEPHONE NUMBER:**

**N.B.** A copy of the contractor's insurance policy must be submitted to Longford County Council **PRIOR** to commencement of works. This policy must include an indemnity to Longford County Council and must include **Public Liability** cover up to €6.35m for any one accident.

I \_\_\_\_\_ being the tenant of \_\_\_\_\_  
hereby request permission from Longford County Council to have the above work carried out at my home. Should permission be granted, I accept that general repair and maintenance of this installation/building or appliance will be my sole responsibility. On the termination of my tenancy I understand that I may be requested to return the property to its original condition and any damage caused to the dwelling shall be repaired by me to the satisfaction of the Council.

**SIGNED:** \_\_\_\_\_

**Please note that in certain circumstances, plans or additional information regarding the proposed works may be requested. Furthermore it may be necessary to obtain planning permission in respect of the proposed works. In this regard, it should be noted that the consent of the Housing Section does not in any way pre-empt the Planning Process or imply that planning permission will be forthcoming.**

**ADDITIONAL INFORMATION / SKETCH**

**Please note that under NO CIRCUMSTANCES can work commence prior to granting of permission by Longford County Council. To do so would be in breach of your Tenancy Agreement and would be dealt with accordingly.**

- **Longford County Council accepts no responsibility whatsoever for any damage or injury which may arise at any stage as a result of these works being carried out.**

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**FOR OFFICE USE ONLY**

**PERMISSION GRANTED / NOT GRANTED**

**Any Conditions Imposed:**

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**Authorised By:** \_\_\_\_\_

**Position Held:** \_\_\_\_\_

**Date:** \_\_\_\_\_