



Laois County Council

Landlord Expression of Interest Form

Contact Details of Landlord

Name: _____

Address: _____

Telephone numbers: Home: _____ Mobile: _____

Email Address: _____ Landlords PPSN: _____

Property Details

Address: _____

Description: Please tick as appropriate

House Type: Bungalow ☐
Two-Storey ☐

Semi-Detached ☐
Detached ☐
Terraced ☐

Apartment Type: Ground Floor ☐
Upper Floor ☐

Facilities available in the property: Please tick as appropriate

Kitchen ☐ Living Room ☐ No. of Bathrooms _____ No of Toilets _____

No. of Bedrooms _____

Type of heating Oil/Gas/Storage Heaters: _____

Parking Facilities Yes/No: _____

Current rental charge per month € _____

Is the property currently vacant Yes/No: _____

Age of the property (Years) _____

Is the property furnished Yes/No: _____

Any other relevant information:

This is an expression of interest only and acceptance of this form does not signify any intent on the part of Laois County Council to enter into an Agreement with a Landlord in respect of the above property.

Please note that this form must be accompanied by a tax clearance certificate for the registered owner(s) of the property and a Building Energy Rating Certificate.

The completed form should be returned to **Laois County Council, Housing Department, Aras an Chontae, Portlaoise, Co Laois**. Separate forms should be completed in the case of multiple properties.

If you require any further information please contact us on **(057) 8664213/8664091**

When your application has been processed, Laois County Council will advise you if they are interested in renting your property and if so a €200.00 refundable administration fee will be requested. An inspection of your property will then be carried out by a Technician of the Housing Authority. You will be advised of any remedial works required and the timeframe expected for completion. (Generally three months from the date of inspection)

You will also be advised of the other documentary requirements which will include:

- PRTB registration – when tenant in situ
- Current ‘Declaration of Conformance’ by a registered gas installer
- If oil heating installed, proof that the boiler was serviced within the last twelve months
- Proof of ownership of the property including Folio number.

The €200.00 administration fee will only be refunded upon satisfactory completion of works within the requested timeframe and signing of contracts or where there is a reasonable and valid reason why the landlord no longer wishes to participate in the scheme.

Important:

In order to comply with regulations set out by the Revenue Commissioners, Laois County Council is obliged to deduct 20% of all rental income payable to **Non-Resident Landlords** under the Social Housing Leasing Scheme. These monies will be paid to the Revenue Commissioners on behalf of the Landlord at year end.

Please tick the appropriate box:

I am normally resident in Ireland ☐

I am normally resident out of the Country or intend to be once my property is registered on the Social Housing Leasing Scheme ☐

I am normally resident out of the country or intend to be once my property is registered on the Social Housing Leasing Initiative but have appointed an Agent to accept payment on my behalf (*Please note that if this option is ticked the tax clearance of the Agent must be submitted*) ☐

Landlord Signature _____

Date _____