

## Joint Tenancy Application

**Section A: To be completed by the partner wishing to become a joint tenant**

**To:** Head of Housing Management, Stevenage Borough Council  
I wish to be granted a joint tenancy of (insert address):

.....  
with my partner, who is at present the sole tenant of this property.

I give the following information concerning myself:

**Full Name:** (please print) .....

**Date of Birth:** .....

Details of where you have lived for the past ten years – Proof of residence for the last five years **must** be provided

Address	Date from	Date to	Tenure (for example, owner, tenant, lodger)

Please give details of any housing application, tenancy or past tenancy (including joint tenancies) with Stevenage Borough Council and any other Council or Housing Association. If none, please write NONE.

Address	Date (From/To)	Landlord/Authority	Application Reference no.

Please provide details of any property you own, or have previously owned, or are purchasing, whether or not jointly. If none, please write NONE. If you have previously owned a property, proof that you no longer have an interest in the property **must** be provided. (use separate piece of paper if required)

Address of property owned	Type of accommodation

**Are you an Asylum Seeker or subject to immigration rules?** **Yes / No**  
(Delete as applicable. If the answer is YES give details of your immigration status below)

We may have a duty to inform the Immigration Department of this application if you have answered 'yes'. In certain circumstances it may be necessary to ask to see your passport and/or other documents relating to your immigration status. *You may wish to seek legal advice regarding this now.*

I understand that if a joint tenancy is granted and I/we have given false information we may be liable to repossession proceedings and that if I am granted a joint tenancy any housing application I have with Stevenage Borough Council will be cancelled.

**Signed:** ..... **Date:** .....

**SECTION B: To be completed by the present sole tenant**

**To:** Head of Housing Management, Stevenage Borough Council

I wish to be granted a joint tenancy of:

.....  
with my partner, who has completed Section A above.

I understand that if I/we have given false information we may be liable to repossession proceedings.

**Signed:** ..... **Date:** .....

**Full Name** (please print).....

**DATA PROTECTION AND INVESTIGATING FRAUD**

We must protect our public funds and so we may use the information you have given on this form to prevent and detect fraud. We may also share this information with other bodies for the same purpose.