

FIT AND PROPER PERSON ADDITIONAL SHEET(S)

Test for fitness and compliance with Management Conditions. The proposed licence holder must be a Fit and Proper Person. The Local Authority must have regard (among other things) to evidence which shows that the proposed licence holder or any person associated or formerly associated whether personally so or a work basis with the proposed licence holder, provided it is, relevant to whether that person is fit and proper. To have regard to this requirement this section will need completion by all proposed licence holders and managers. This section is repeated once, if further sheets are required they can be copied, downloaded from the website: www.peterborough.gov.uk/selectivelicensing

QUESTION	YES	NO
Do you have any unspent convictions that may be relevant to the proposed licence holder's fitness to hold a licence, or the proposed manager's fitness to manage the HMO or house, and, in particular, any such conviction in respect of any offence involving fraud or other dishonesty, or violence or drugs or any offence listed in Schedule 3 of the Sexual Offences Act 2003(a)?		
Has there ever been a finding by a Court or tribunal against the proposed licence holder or manager that they have practiced unlawful discrimination on grounds of sex, colour, race, ethnic or national origin or disability in, or in connection with, the carrying out of any business?		
Has there been any contravention on the part of the proposed licence holder or manager of any provision of any enactment relating to Housing, Public Health, Environmental Health or Landlord and Tenant Law which led to civil or criminal proceedings resulting in a judgement being made against you?		
Do you have information about any HMO or house that the proposed licence holder or manager owns or manages or has owned or managed which has been subject of: I. A control order under Section 379 of the Housing Act 1985 in the five years preceding the date of the application ; or II. Any appropriate enforcement as detailed in Section 5 of the Housing Act 2004?		
Do you have any information about any HMO or house that the proposed licence holder or manager owns or manages or has owned or managed for which a local housing authority has refused to grant a licence under Part 2 of the Act, or has revoked a licence in consequence of the licence holder breaching the conditions of his licence?		
Do you have any information about any HMO or house the proposed licence holder or manager owns or manages or has owned or managed that has been subject to an interim or final management order under the Housing Act 2004?		
Have you as the owner, licence holder or manager of a HMO or house failed to comply with any Notice that has resulted in the Local Authority carrying out works within the last 5 years?		
Have you been declared bankrupt within the last 5 years?		
Have you ever had any application for a licence under Parts 2 or 3 of the Housing Act 2004 refused or revoked, or has Management Orders imposed, by this or by any other Local Authority under the Housing Act 2004?		
<p>Training It is the Council's usual licensing requirement that all licence holders and manager (i.e. managing agents) have a minimum level of training for the management and letting of residential accommodation. If you have existing training that is relevant and consider that you do not need additional training, please detail below. (Please note that you may be asked to provide appropriate certification)</p>		

Please give details of any matter that has a **YES** answer to any of the questions above.

DECLARATION

I declare that to the best of my knowledge and belief all the information in this *Fit and Proper Person* application is true.

Signature:

.....

Print full name:

Proposed Licence Holder/Proposed Manager (*delete as appropriate*)

Position (*if acting on behalf of a company*):.....

Date: