

# Home-Link Mutual Exchange



## REQUEST FOR MUTUAL EXCHANGE

Tenant s name.....Date of birth.....  
 Joint tenant s name .....Date of birth.....  
 Address .....  
 .....Postcode.....  
 Daytime contact number .....Mobile.....  
 Type and size of present home.....  
 Has the property any adaptations? (ie shower, stairlift).....  
 Name and Address of current Landlord.....  
 .....  
 Phone number.....Is your rent account up to date? .....

## COMPOSITION OF YOUR HOUSEHOLD

Surname	First name	Relationship	Date of birth	Ethnicity

## EXCHANGE PARTNER

Tenant s name.....Joint tenant.....  
 Address .....  
 .....Postcode.....  
 Type and size of current property .....  
 Name and Address of current Landlord.....  
 .....Postcode.....  
 Telephone number .....

## COMPOSITION OF EXCHANGE PARTNERS HOUSEHOLD

## IMPORTANT INFORMATION

Surname	First name	Relationship	Date of birth	Ethnicity

Before you apply for permission to exchange, carefully inspect the other dwelling. Ask if any fixtures and fittings are to be removed. Make sure the property is going to suit your requirements. Only then should this form be completed and returned to your current landlord. No mutual exchange can be carried out without the **WRITTEN CONSENT** of the council or your housing provider.

**TENANT(S) SIGNATURE**.....  
 .....  
 .....Date.....

Return the completed form to your landlord