 Date:

Customer No:

**\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_**

Please Complete this form giving details of all your family/household and their incomes where applicable and return to **HOUSING SECTION, CAVAN COUNTY COUNCIL, FARNHAM STREET, CAVAN or EMAIL TO** [**housingrents@cavancoco.ie**](mailto:housingrents@cavancoco.ie) **WITHIN THE NEXT 14 DAYS.**

* **If in Employment, please SUBMIT 4 RECENT PAYSLIPS.**
* **If receiving Social Welfare Payments please SUBMIT 4 RECENT SOCIAL WELFARE RECEIPTS / BANK STATEMENT**
* **Set of Audited Accounts (Self Employed)**
* **Letter from School or College (if child(ren) is or aged between 18 and 22 in full time education)**
* **Details of any maintenance payments received**

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| --- | --- | --- | --- | --- | --- |
| **Tenant Name(s)** | **Civil**  **Status** | **Date of Birth** | **PPSN** | **Occupation/Type of Benefit** | **Net Weekly Income** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Occupant**  **Name(s)** | **Relationship to Tenant** | **Date of Birth** | **PPSN** | **Occupation/Type of Benefit** | **Net Weekly Income** |
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**Declaration Form**

**Please read this declaration carefully and sign and date it when you are satisfied that you understand it.**

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| --- | --- |
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| **COLLECTION AND USE OF DATA**  The personal information (data) collected on this form, including any attachments, (which include  the collection of sensitive data) is collected for the purpose of processing this rent review and any  data collected is subject to Cavan County Council’s privacy statement which can be found at <http://www.cavancoco.ie/privacy-statement.htm>. |  |
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| **Declaration** |  |

I / We hereby certify as the Tenant{s} the information and all particulars given on this form are true to the best of my knowledge and belief.

I / We the Tenant{s} authorise and give authority to Cavan County Council to seek and receive any information which the Council may require from my Employer/Department of Social Protection or from any other source in relation to household income.

|  |  |  |
| --- | --- | --- |
| **SIGNATURE OF TENANT(s):** | **PHONE NO:** | **DATE:** |
|  |  |  |
|  |  |  |

**WARNING: Important notice- Under Section 61 (2) of the Housing act, 1966. Any tenant who is required to give information on any matter and either fails to do so or gives false or misleading information is guilty of an offence and is liable to be fined.**