

HMO licence application documents

Required documents

1. Application form
2. A passport picture of applicant
3. Gas safety certificate
4. Portable electrical appliance test certificate
5. Electrical installation safety certificate
6. Automatic fire detection system certificate
7. Emergency Lighting inspection certificate
8. Statement of safety of furniture and fittings
9. A full copy of the deeds (title absolute)
10. Tenancy management agreement
11. Fire risk assessment
12. Energy performance certificate
13. Plans of the property
14. DBS check

Documents required subject to individual properties

1. Planning consent for building works, conversions, etc.
2. Building regulation approval for works / conversions
3. Building regulation completion certificates for works / conversions