



**ALTERATIONS / IMPROVEMENTS
APPLICATION FORM**

1. Address of property to be altered / improved:

2. Full name(s) of tenant(s):

3. Details of proposed alterations / improvements:

(Please provide fullest details including plans, specification, details of materials, etc)

4. **If you intend to remove any existing fixtures or fittings owned by the Association, please detail:-**

5. **To be eligible for the Right to Compensation for Improvements, you must provide copies of all invoices for work and/or receipts for materials, etc.**

Please give Estimated Cost of Works _____

6. **If the proposed work requires Planning Permission and/or a Building Warrant, you must also provide copies of these documents as proof of permission having been granted, prior to any work being carried out.**

Have you applied for Planning Permission? YES / NO

Have you applied for a Building Warrant? YES / NO

7. **DECLARATION**

I understand and accept that no work should be carried out unless and until written permission has been received from Calvay Housing Association Ltd.

Tenant(s) Signature: _____

Date: _____

Please return to:

**Calvay Housing Association
16 Calvay Road
Barlanark
GLASGOW G33 4RE**

Any queries, please contact:-

**Tel: 0141 771 7722
Fax: 0141
Email: enquiries@calvay.org.uk**