

Tenants Alterations and Improvements Form



A Scottish Charity SCO15026

APPLICATION FORM FOR ALTERATION/IMPROVEMENT			
1. Address Of Property To Be Altered/Improved:			
2. Full Name of Tenant:			
3. Details of Proposed Alteration/Improvements:			
(Please provide fullest details including plan, specification, estimates, etc).			
Continue on back if necessary.			
4. Is Planning Permission or a Building Warrant Required?			
	Yes	<input type="checkbox"/>	No
If yes, please provide copies of the approval.			
5. Signature(s)			
6. Date			
Note: Please return this form to the Maintenance/Technical Officer. You should not proceed with the alteration until you have received a letter giving you permission to do so.			