



**REQUEST TO ADVERTISE  
ON THE MUTUAL EXCHANGE  
REGISTER**

**Please complete all sections giving as much information as possible**

**SECTION 1: Please give details about you and your family.**

<b>Tenant's name(s) Mr/Mrs/Miss</b>	
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<b>Address of tenancy and postcode</b>	
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<b>Telephone Number</b>	
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The following people live at the above address and will be moving as part of my/our household.

Tenant's Name	First Names	Date of Birth	Relationship to Tenant

Do you have any pets? Yes/No If yes, please specify.....

**Section 2: Details about your property**

1. Type of property e.g. House, Flat, Bungalow.....
2. If flat, what floor?.....
3. Number of bedrooms.....
4. Do you have Central Heating? YES/NO If so what type.....
5. Is there a garage or car hardstanding?.....

**Section 2: Continued**

- 6. Is there a garden?.....
- 7. Please list any adaptations for disabled people.....  
.....
- 8. What is the FULL rent of your property?.....

**Details about the property you would like**

- 1. What type of property would you like e.g. House, Flat, Bungalow.....  
.....
- 2. If Flat, please specify floor level.....
- 3. Number of bedrooms required.....
- 4. What type of heating e.g. gas central heating/storage heating/other.  
.....
- 5. Do you require a garage or car hardstanding?.....
- 6. Do you require a garden?.....
- 7. Do you require any adaptations for disabled persons, please specify..  
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Please list areas you would like to move to.....  
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Any other comments.....  
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Name & Address of your Landlord.....

..... Postcode.....

**I give permission for these details to be made available and given to other tenants that live in properties that fit my needs in order that they may contact me.**

Signed..... Date.....

**Please return this form to ACIS GROUP LIMITED, Acis House, Bridge Street, Gainsborough, Lincolnshire, DN21 1GG**