

LAND APPLICATION FORM

Please complete the following application form if you would like to rent or purchase LAND from Rotherham Metropolitan Borough Council.

We will only use personal information for services you provide to us or we provide to you.

YOUR DETAILS

Title: First Name: Surname:

Address:

Email:

Telephone Number:

Home:

Work:

Mobile:

DETAILS OF LAND REQUIRED FOR RENT OR PURCHASE

Land Type: Grazing / Garden / Agricultural / Site Compound / Allotment / Garage Site

Other (Please state):

Size of Land (approx):

Address of Land:

Current Use of Land:

Intended Use of Land:

Interested In: Purchasing / Renting / Either

Please complete this section if you are applying for **Grazing or Agricultural Land** only.

Type of Livestock: **Number of Livestock:**

Intention To Build Stables: Yes / No

If Yes Please Give Details (e.g.) Wooden/Brick/Hard Standing/ Size etc.

Will This Land Be Used For Business Purposes? Yes / No

Additional Information/Sketched Plans:

Please attach any additional documents (e.g.) photographs or plans:

Identification:

For the purposes of Proof of Address and as part of compliance with Money Laundering Regulations 2007; it is a requirement that you provide the following 3 forms of identification prior to any formal agreement being signed. **All 3 forms of identification must be original documents and be brought to our offices for verification.**

YOU WILL BE NOTIFIED WHEN THESE DOCUMENTS MUST BE PROVIDED DURING THE APPLICATION PROCESS.

1. One Photographic Proof of ID (Full Driving Licence/Passport).
2. Two Proof of Address Documents (Utility Bills/ Bank Statements).

Please note that completing this application form does not guarantee the granting of any agreement. RMBC reserve the right to refuse an application.

Supplying false information during this application process will render it void.

Should your application be successful, fees may be payable. Please see attached schedule.

Signature:

Date:

SCHEDULE OF FEES

An initial fee of £250 should be submitted with this application form to cover the Council's initial internal charges for planning and legal advice. This fee is non-refundable but will be deducted from the final surveying fees on completion of the land disposal.

APPLICATION PROCESS

Please note there is a procedure for dealing with all applications. You will be updated on the progress of your application throughout the process.

On receipt of an application the following procedure will be followed;

Acknowledgement of application,

Necessary consultations with the appropriate directorates (including Planning Department),

Local Member consultations/Cabinet Approval (where necessary),

References obtained (where applicable),

Terms agreed between both parties.

Please note the above procedure is a guide only and is not exhaustive.

FREQUENTLY ASKED QUESTIONS

Would I be restricted to what I can do with the land?

This will depend on the covenants and user clause within the agreement, and any planning restrictions.

Who is responsible for the erection and maintenance of fencing/boundary walls?

This will be dependant upon what your agreement says, but in most circumstances, this will be the responsibility of the tenant/purchaser.

I want to use the land for garden purposes. Whose responsibility is it to obtain change of use planning permission?

This is the responsibility of the prospective tenant/purchaser. No transfer of land will take place until proof of planning permission is provided.

What references are required?

References will not always be required, however, the Council reserve the right to request references, which may be a personal, trade or bank reference. The Council may also carry out a referencing check on any business where applicable.

Can I move onto the land prior to completion taking place?

No.

Why are fees payable and what are they for?

Fees are payable as a contribution towards the professional Legal and Surveying services carried out by the Council in dealing with your application.

PLEASE RETURN ALL COMPLETED APPLICATION FORMS TO:

ESTATES MANAGER, ESTATES TEAM, 2ND FLOOR WING C, RIVERSIDE HOUSE, MAIN STREET, ROTHERHAM, S60 1AE or
Email: landandpropertyenquiries@rotherham.gov.uk