

### Request Permission to Alter or Renew Kitchen

We will not unreasonably withhold permission, but you must not start any work until we have assessed your proposed improvements and ensured that the following conditions have been taken into consideration:

- You are required to submit a plan of the proposed kitchen design.
- If wanting to remove a unit to make way of an appliance, the unit will need to be kept, as it will need to go back, if you were to move from the property.
- For Health and Safety purposes wall units cannot be fitted if there is no worktop beneath.
- Wall units must be installed with a minimum 150mm clearance either side of a hob.
- The cooker should not be placed at the end of a work-surface run or within 400mm of a window.
- Serviced spaces should be provided with electrical sockets below the worktop with switches above worktop level (so as to be accessible after installation of appliances).
- A qualified electrical installer, whose work is self-certified under a registration scheme, such as NICEIC or ECA, or an equivalent scheme, must do any electrical work.
- You must give us a copy of any regulation and electrical tests and inspection certificate that is needed when the work is finished.
- A gas safe registered engineer must do any gas work. When the work is done, you must get a gas safety registration certificate from the engineer and give us a copy.
- You must be aware of possible asbestos content to walls, flooring and tiles, to obtain an asbestos survey please contact your local shop. The removal of asbestos is at your own cost and you will need to use our licenced contractor. For more information please contact the Building services Team on 01952 217100.
- All work must be undertaken by suitably competent persons and is to an acceptable standard.
- Care must be taken to avoid damage to the structure of the property and any damage will be the responsibility of the tenant.

- If our future repairs affect your improvements, we will not pay for repairing your improvements.
- You must not start any work until you have received our written permission to go ahead.
- Improvement works must not exceed that which had been agreed, if you wish to expand the work further, please apply for further Landlords Permission.
- Once the work is completed you must notify your local shop.
- Should you vacate the property in the future the completed works should be left in good condition or replaced with original materials, or you will be recharged.