

**STATEMENT**

I declare that I have not accepted any payment in connection with this exchange.

I give permission for MHT London/my landlord\* to disclose information to MHT London/ the proposed exchangee’s landlord\* regarding my rent account, any action taken against me in respect possession proceedings and in respect of breach of conditions of tenancy or any other relevant information, for the purpose of enabling a decision to be made about accepting this application to exchange\*  
*Delete as appropriate*

Signed ( Applicant) \_\_\_\_\_

Date: \_\_\_\_\_

Signed (Joint Applicant) \_\_\_\_\_

Date: \_\_\_\_\_

*If joint tenancy both tenants must sign*

**REASON FOR MOVING**

\_\_\_\_\_

**I AM REGISTERED WITH HOMESWAPPER**      **YES**       **NO**

# Mutual Exchange Application Form



Alexander Place, Lower Park Road  
New Southgate, London N11 1QD  
Tel: 0800 783 2399  
mhtlondon@mht.co.uk

**Complete this form if you wish to exchange. Both parties must complete a separate MHT London application form**

We will try to ensure that we tell you our decision within six weeks of getting this form. Consent may however be conditional on receiving all the information we need. You must not exchange properties or make any removal arrangements until:-

1. you have the full written permission of the landlord(s) involved
2. both parties have signed deeds of assignment
3. both parties have met any conditions of consent.

**NAME AND ADDRESS**

Name (including title) \_\_\_\_\_

Address \_\_\_\_\_

Tel No Home \_\_\_\_\_ Work/Mobile \_\_\_\_\_

Times you are available on the above numbers: \_\_\_\_\_

**YOUR PRESENT HOME**

What type of property do you live in?

House       Flat/Bedsit       Bungalow       Maisonette

How many bedrooms do you have? \_\_\_\_\_

Who is your landlord? \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_

Who is your Neighbourhood Officer? \_\_\_\_\_

Metropolitan Housing Trust London is part of the Metropolitan Housing Partnership.  
Metropolitan Housing Trust Registered office: Cambridge House, 109 Mayes Road, Wood Green, London N22 6UR. Charitable, registered under the Industrial and Provident Societies Act 1965, No. 16337R and registered with the Tenant Service Authority, social housing regulator, No. LO726.

## YOU AND YOUR FAMILY

Please give details about yourself and anyone in your household

SURNAME	FIRST NAME	M / F	DATE OF BIRTH	RELATIONSHIP TO MAIN APPLICANT

Are you or anyone in the above list pregnant YES / NO

If yes, when is the baby due \_\_\_\_\_

## EQUAL OPPORTUNITIES

How would you describe your ethnic origin? (please tick below)

- White                      British     Irish        Other
- Mixed                     White & Black Caribbean    White & Black African     
White & Asian        Other
- Asian or Asian British    Indian     Pakistan    Bangladeshi         
Other
- Black or Black British    Caribbean    African        Other
- Chinese or other ethnic Group    Chinese    Other
- Ethnic Group Refused**

Does Tenant 1 consider that any other member of the household is of a different ethnic group to themselves

Yes  No  If yes please specify

.....

## NAME & ADDRESS OF THE PERSON YOU WANT TO EXCHANGE WITH

Name \_\_\_\_\_

Address \_\_\_\_\_

Tele No Home \_\_\_\_\_ Work/Mobile \_\_\_\_\_

## WHAT TYPE OF PROPERTY IS IT?

House  Flat/Bedsit  Bungalow  Maisonette

How many bedrooms does it have? \_\_\_\_\_

## WHO IS THE LANDLORD?

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No \_\_\_\_\_

Housing officer \_\_\_\_\_

I have inspected the above property and understand that the proposed exchange can only be approved subject to the following conditions:

1. I accept full responsibility for any defects or damage to the fittings and fixtures which are not due to fair wear and tear.
2. I accept full responsibility for any alterations carried out by the outgoing tenant
3. I will rectify any breach in my tenancy agreement, such as payment of outstanding rent arrears.