

Request to Mutual Exchange



	Tenant	Joint Tenant (if applicable)
Title (e.g. Mrs / Ms / other)		
First Name		
Surname		
Date of Birth		

Address	
Post code	

Home phone number	
Mobile phone number(s)	
Email address	

Other people in your household				
First Name	Surname	Date of Birth	Female/male	Relationship to Tenant

Do you have any pets? (please give details)

Your home (please tick)			
House		Bungalow	
Flat		Maisonette	

Number of bedrooms in your home	
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Has your home been adapted or altered? (please give details)

Reasons for wanting to exchange (please tell us more about why you want to exchange)

People you wish to exchange with						
	Tenant			Joint Tenant (if applicable)		
Title (e.g. Mrs / Ms / other)						
First Name						
Surname						
Date of Birth						

Address	
Post code	

Home phone number	
Mobile phone number(s)	
Email address	

Other people in their household				
First Name	Surname	Date of Birth	Female/male	Relationship to Tenant

Their landlord (please provide details of your registered social landlord)	
Office phone number	
Email address	
Contact name	

I/we have given accurate information and understand if an exchange is approved, Soha will not carry out redecoration work or repairs to put right damage or alterations previously carried out at the home.

I/we understand that I cannot make arrangements to move until I have received written permission from Soha.

I/we authorise Soha to give references as required in connection with this exchange request.

Applicants' signature(s)	Date