

Possession Order

Have you served a:

Section 8 Section 21 None

Are you the Landlord or are you acting on behalf of the Landlord?

- The Landlord – The Party that is owed the money
- Acting on behalf of the Landlord

About You & The Tenant

Your Name: (The Landlord)*	
Your Name: (Acting on behalf of the Landlord)*	
Company Name: (If applicable)	
Your Address Line: 1*	
Your Address Line: 2	
Your Town / City:*	
Your Postcode:*	
Your Internal Reference: (If applicable)	
Telephone:*	
Email:*	
Are you VAT registered:*	
If Yes please supply number below	
VAT Number:	

About The Tenant

Name:*		
Company Name: (If applicable)		
Address		
Address Line 1:*		
Address Line 2:		
Town / City:*		
Postcode:*		
Telephone: (If known)		
Have the Notices been served?	Yes / No	If yes, please attach evidence
Section 8 issued, please state Value of rent arrears	£	

Useful Information:*	<i>Example: correspondence between the parties, history, etc...</i>
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Additional Information Section 21		
Was the deposit put into tenancy deposit scheme?	Yes / No	Attach copy of tenancy deposit scheme certificate.
Was the prescribed information given?	Yes / No	If Yes, please state date information was given
Was there a valid Energy Performance Certificate given?	Yes / No	If yes, please state date given and attach a copy
Have you previously used any of DCB Legal services before?	Yes / No	If yes, please provide reference number:
Did the Tenant receive a copy of the "How to Rent" checklist?	Yes / No	If yes, please confirm what date and how this was received.
Has a deposit been repaid	Yes / No	
'Does the property relate to a House in Multiple Occupation ('HMO')?	Yes / No	

Please include the following attachments when submitting.

Attachments required:

1. Copy of the section 8 notice OR section 21 notice that Claimant has served on the debtor
2. Copy of the tenancy agreement

Additions for Section 8 (to appear if Section 8)

3. Up to date copy of Rent Arrears

Additions for Section 21(to appear if Section 21)

4. Proof of service of section 21 Notice
5. Copy of the valid gas safety record given before went into occupation
6. All subsequent gas safety records



Authorisation

<input type="checkbox"/>	I authorise DCB Legal Ltd of Direct House, Greenwood Drive, Manor Park, Runcorn, Cheshire, WA7 1UG. I have also read, understood and agreed to DCB Legal Terms and Conditions – http://www.dcblegal.co.uk/terms-of-business-instruction
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Section 21

Please note - If you did not provide the necessary documents or register the security deposit, it is possible that a section 21 notice cannot be pursued. The above is a non-exhaustive list, and there may be other facts that may affect whether a section 21 notice is suitable

Print Name	
Signature	
Date	