

Application for a Council Garage



By signing this form you understand and accept that our garages are let on the condition that they are only to be used for parking motorised vehicles with a current MOT Certificate and road tax disc.

Please complete sections 1 to 6. All details are mandatory unless otherwise indicated. If you need advice or assistance completing this form, please contact Housing Services on 01233 330688.

ASHFORD
BOROUGH COUNCIL

Completed forms should be returned to: **Housing Services
Civic Centre
Ashford
Kent
TN23 1PL**

| |
|------------|
| DATE STAMP |
|------------|

| | | | |
|--------------------------------|----|----|------|
| 1. Applicant Details | | | |
| Title (Mr, Mrs, etc.) | | | |
| Forename(s) | | | |
| Surname | | | |
| Date of Birth | DD | MM | YYYY |
| National Insurance No. | | | |
| Address | | | |
| Post Code | | | |
| Main Telephone No. | | | |
| Other Telephone No. (Optional) | | | |

| | | | |
|---|--|---|---|
| 2. Equal Opportunities (Please tick the box that applies to you.) | | | |
| The Council wants to treat everybody equally. The information below is to help us make sure this happens. | | | |
| White | | | |
| British ^(WB) <input type="checkbox"/> | Irish ^(WI) <input type="checkbox"/> | Any other White background ^(WO) <input type="checkbox"/> | |
| Mixed | | | |
| White & Black Caribbean ^(MWBC) <input type="checkbox"/> | White & Black African ^(MWBA) <input type="checkbox"/> | White & Asian ^(MWA) <input type="checkbox"/> | Any other mixed background ^(MO) <input type="checkbox"/> |
| Asian or Asian British | | | |
| Indian ^(AI) <input type="checkbox"/> | Pakistani ^(AP) <input type="checkbox"/> | Bangladeshi ^(AB) <input type="checkbox"/> | Any other Asian background ^(AO) <input type="checkbox"/> |
| Black or Black British | | | |
| Caribbean ^(BC) <input type="checkbox"/> | African ^(BA) <input type="checkbox"/> | Any other Black background ^(BO) <input type="checkbox"/> | |
| Chinese or Other Ethnic Group | | | Do not want to answer? |
| Chinese ^(CC) <input type="checkbox"/> | Any other ethnic background ^(CO) <input type="checkbox"/> | | Decline to answer ^(DTA) <input type="checkbox"/> |

Continued over the page...

3. Current Tenancy Details

Do you already rent your home or a garage from the Council? (please tick one)

Yes

No

If you answered 'Yes' please give details in the space provided below.

4. Choice of Garage Location

*Please enter the Garage block(s) or locality you wish to be considered for. We do not treat your choices in any order of priority and will offer you a garage in whichever area you are matched with first.

Choice 1

Choice 2

Choice 3

Choice 4

*Applications received for individual garages will be treated as a choice for any garage in that block. If a choice is too wide e.g. 'Anywhere' or 'Ashford', we may return your application or register a choice for a block nearest to your address.

5. Data Protection Act

Information contained on this form may be used for the prevention and detection of fraud.

6. Applicant Confirmation

Please check that you have read and completed sections 1-5 before signing. Failure to provide the information requested may result in your application being returned to you.

Signature ^(Required)

Date ^(Required)

7. For use by Ashford Borough Council

Application Number

Entered By

Notes

Date

Renting a Council Garage



ASHFORD
BOROUGH COUNCIL

Location of Garage Blocks

Listed below are the location of all our garages to assist you identify the areas of choice to include on your Garage Application Form.

When choosing areas to include on your application, you can specify at the Area or Block level. You can improve your chances of being offered a garage by making your choice as wide as possible.

Please note, the List includes the number of garages within each block. This should not be confused with the availability of garages within the block. You can check the general availability of garages by contacting the Housing Services Team by phone on 01233 330688 or by email at housing@ashford.gov.uk.

| Locality | Block Name | No. in Block |
|--------------------|-------------------|--------------|
| Aldington | Earlsfield | 5 |
| | Ragstone Hollow | 6 |
| Appledore | Elm Tree | 5 |
| | Hawthorn | 12 |
| | Heathside | 24 |
| Bethersden | Bailey Field | 8 |
| | Chester Avenue | 6 |
| | The Dene | 6 |
| Biddenden | Cheeslands | 4 |
| | Chulkhurst | 13 |
| | The Meadows | 22 |
| | The Weavers | 18 |
| Brookfield | Arlington | 20 |
| | Boxley | 43 |
| | Cleves Way | 32 |
| | Crownfield Road | 9 |
| | Hillbrow Lane | 15 |
| | Maypits | 13 |
| | Pollards Close | 10 |
| | Watercress Lane | 10 |
| Charing | Clearmount Drive | 6 |
| | Downs Way | 6 |
| | Moat Park | 7 |
| | Wheeler Road | 22 |
| | Wind Hill | 9 |
| Chilham | Felborough Close | 9 |
| Egerton | New Road | 12 |
| Great Chart | Coronation Drive | 8 |
| | Hillcrest | 2 |
| | Hillcrest Villas | 4 |
| | Singleton Road | 22 |
| | The Paddocks | 11 |
| Hamstreet | Carters Wood | 12 |
| | Cotton Hill House | 1 |
| | Fairfield Terrace | 4 |

| Locality | Block Name | No. in Block |
|----------------------------|----------------------|---------------------|
| High Halden | Greenside | 14 |
| | The Chennells | 24 |
| | Tilden Close | 15 |
| Hothfield | Beech Drive | 6 |
| | Coach Drive | 2 |
| | Plantation Close | 22 |
| | Sackville Close | 7 |
| | Thanet Terrace | 12 |
| Kenardington | The Wish | 6 |
| Kennington | Beecholme Drive | 77 |
| | Bockhanger Court | 2 |
| | Bockhanger Lane | 116 |
| | Bybrook Road | 2 |
| | Hurst Road | 21 |
| | Kenbrook | 18 |
| | Mardol Road | 1 |
| | Nine Acres | 1 |
| | Rothbrook Drive | 17 |
| | Towers View | 72 |
| Kingsnorth | Church Hill | 8 |
| | Kingsford Terrace | 12 |
| | Riverside Close | 18 |
| Musgrove | Bond Road | 29 |
| | Godfrey Walk Garages | 19 |
| | Harper Road | 55 |
| | Jemmett Road | 12 |
| | Musgrove | 11 |
| | Noakes Meadow | 50 |
| | Oak Tree Road | 21 |
| Newenden | Heron Cottages | 1 |
| | Lossenham Lane | 5 |
| Newtown | Newtown Green | 1 |
| | Stirling Road | 1 |
| Pluckley | Station Road | 4 |
| | Thorne Estate | 18 |
| Rolvenden | Gatefield | 12 |
| | Maytham Road | 8 |
| | Monypenny | 12 |
| | Sparkeswood Avenue | 32 |
| Shadoxhurst | Moreton Terrace | 3 |
| | Nairne Close | 16 |
| Smarden | Glebe Close | 6 |
| | Green Lane | 8 |
| | The Oaks | 12 |
| Smeeth | Calland | 30 |
| | Caroland Close | 3 |
| South Willesborough | Albion Place | 8 |
| | Bath Road | 34 |
| Spearpoint | Dudley Road | 1 |
| | Great Burton House | 14 |
| | Nettlefields | 17 |
| St Michaels | Boresisle | 1 |
| | Chalk Avenue | 42 |
| | Crisfield Court | 8 |

| Locality | Block Name | No. in Block |
|-----------------------|-----------------------|---------------------|
| | Marshalls Land | 10 |
| | The Pavement | 6 |
| Stone | Oxney Cottages | 8 |
| | Quarry Cottages | 3 |
| | Stone Green | 7 |
| Tenterden | Coombe Lane | 12 |
| | Danemore | 1 |
| | Pittlesden | 11 |
| | Priory Way | 53 |
| | Station Road Cottages | 6 |
| Town (Ashford) | Repton Manor | 33 |
| Willesborough | Alsops Road | 8 |
| | Bentley Road | 14 |
| | Breadlands Road | 17 |
| | Hunter Close | 13 |
| | Milne Road | 3 |
| | Orion Way | 35 |
| | Osborne Road | 13 |
| | Twelve Acres | 6 |
| | Waterside | 1 |
| Watercress | River View | 46 |
| | Stour Close | 50 |
| | Watercress House | 21 |
| Westwell | Gold Hill | 7 |
| Wittersham | Forge Meads | 20 |
| | Lloyds Green | 6 |
| | Swan Cottages | 8 |
| Woodchurch | Brattle | 18 |
| | Mill View | 6 |
| Woolreeds | Arcon Road | 19 |
| | Beaver Lane | 29 |
| | Cryol Road | 9 |
| | Elm Place | 19 |
| | Essetford Road | 58 |
| | Simons Avenue | 20 |
| | Watermead Close | 1 |
| Wye | Bramble Lane | 6 |
| | Churchfield Way | 14 |
| | Little Chequers | 45 |
| | Luckley House | 1 |

Frequently Asked Questions

Q. How are Garages allocated

A. When allocating garages we use a date order system. Priority is given to those who are currently council tenants, however many garages are rented to private tenants where there are vacancies.

Q. Conditions of allocation

A. We will not offer you a garage to rent if you are in arrears with the rent account for your property. In addition we will terminate your garage tenancy if you allow arrears to accrue on your property or your garage.

Q. How do I get a Garage?

A. You will need to complete an application form. You can request a form from the Housing Services Team or download the form from our web site at www.ashford.gov.uk

Q. Can I rent more than one garage.

A. Yes you can rent a second or third garage. However we will only consider this if there is no one else on the list waiting to rent their first garage.

Q. How can I pay my garage rent?

A. Garage rent is payable monthly in advance and we prefer that you pay by monthly direct debit. Payment methods include:

- Direct Debit
- Standing Orders
- By telephone using a debit or Credit Card
- At the Post Office
- At any PayPoint or PayZone outlet
- Cash paid into the Cash Receipting Machine at the Civic Centre

Q. Can I use my garage to store other things?

A. The primary purpose of the garage is to garage a taxed and insured motor vehicle. Other items can be stored with the motor vehicle, but you should not store petroleum or any other flammable liquid or substance, other than in the petrol tank of the vehicle. You should also remember that garages can be vulnerable to theft of items stored inside.

Q. Can I claim compensation for damage or loss of items stored in the garage from the Council?

A. No. It is the Tenant's responsibility to arrange their own insurance cover.

Q. Can I exchange garages with another tenant?

A. We are usually happy to agree to this and will undertake all the necessary paperwork to ensure your rent payments continue to be received for your tenancy.

Q. Can I rent the Garage to someone else?

A. No. Sub-Letting is in breach of your tenancy agreement.

Q. How do I end my Garage Tenancy?

A. The most straight forward way is to complete our Notice to Vacate Form. You can request the form from the Housing Services Team or download the form from our web site at www.ashford.gov.uk.

Contact Details

You can download a Garage Application Form from our website at www.ashford.gov.uk or request one from the Housing Services Team by phoning 01233 330688, by email at housing@ashford.gov.uk or, by post at:

Housing Services
Ashford Borough Council
Civic Centre
Ashford
Kent
TN23 1PL