

Application for a Council Garage

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



ASHFORD
BOROUGH COUNCIL

Completed forms must be returned to:
Community & Housing
Civic Centre
Ashford
Kent
TN23 1PL

1. Applicant Details

Title (Mr, Mrs, etc)			
Forename(s)			
Surname			
Address			
Post Code			
Date of birth	Day	Month	Year
National Insurance No.			
Telephone No.			
Email Address			

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"/>
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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"/>
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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"/>
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Black or Black British

Caribbean ^(BC) <input type="checkbox"/>	African ^(BA) <input type="checkbox"/>	Any other Black background ^(BO) <input type="checkbox"/>
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Chinese or Other Ethnic Group

Chinese ^(CC) <input type="checkbox"/>	Any other ethnic background ^(CO) <input type="checkbox"/>
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Do not want to answer?

Decline to answer ^(DTA) <input type="checkbox"/>

3. Current Tenancy Details

Do you rent your home or a garage from the Council? Yes
No

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

4. Choice of Garage Location

You have up to 3 choices. Please enter the name of the road the garages are accessed from. We do not treat your choices in any order of priority and will offer you a garage wherever you are matched with first. If a choice is too wide e.g. anywhere or 'Ashford', we may return your application or register a choice for a garage nearest to your address.

Choice 1	
Choice 2	
Choice 3	

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 declined.

Signature	
Date	

7. For use by Ashford Borough Council

Application Number

Photo ID checked Proof of Address

Rent Arrears Yes No CTax Arrears Yes No Rechargeable Works Yes No

Checked & Entered by Date

Garage Locations

A searchable map of garage locations is available at www.ashford.gov.uk/garages

Alternatively, listed below is a list of garage locations

Area	Garage Name
Aldington	Earlsfield Ragstone Hollow
Appledore	Elm Tree Heathside
Ashford Town	Repton Manor
Bethersden	Bailey Field Chester Avenue The Dene
Biddenden	Cheeselands Chulkhurst The Meadows The Weavers
Charing	Clearmount Drive Wheler Road
Chilham	Felborough Close
Egerton	New Road
Great Chart	Coronation Drive Hillcrest Singleton Road The Paddocks
Hamstreet	Carters Wood Fairfield Terrace
High Halden	The Chennells Tilden Close
Hothfield	Beech Drive Coach Drive Plantation Close Sackville Close Thanet Terrace
Kenardington	The Wish
Kennington	Beecholme Drive Bockhanger Court Bockhanger Lane (Blocks E, H, J ,K & L) Great Burton House Hurst Road Kenbrook Nettlefields Rothbrook Drive

Area	Garage Name
	Towers View
Kingsnorth	Church Hill Riverside Close
South Ashford	Beaver Lane (Blocks A, B & C) Bond Road Boxley Cleves Way Crownfield Road Cryol Road Elm Place Essetford Road Godfrey Walk Harper Road Hillbrow Lane Jemmett Road Maypits Musgrove Noakes Meadow Oak Tree Road Pollard Close River View Stour Close Watercress House Watercress Lane
Newenden	Lossenham Lane
Pluckley	Station Road Thorne Estate
Rolvenden	Gatefield Cottages Maytham Road Monypenny Sparkeswood Avenue
Shadoxhurst	Moreton Terrace Nairne Close
Smarden	Glebe Close Green Lane The Oaks
Smeeth	Calland Caroland Close
South	Alsops Road
Willesborough	Bentley Road
St Michaels	Chalk Avenue Crisfield Court

Area	Garage Name
	Marshalls Land
	The Pavement
Stone	Oxney Cottages
	Stone Green
Tenterden	Coombe Lane
	Danemore
	Pittlesden
	Priory Way
	Station Road
Westwell	Gold Hill
Willesborough	Albion Place
	Alsops Road
	Bath Road
	Bentley Road
	Orion Way
	Twelve Acres
Wittersham	Forge Meads
	Lloyds Green
	Swan Cottages
Woodchurch	Brattle
	Mill View
Wye	Bramble Lane
	Churchfield Way
	Little Chequers

Renting a Garage – Frequently Asked Questions



ASHFORD
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Q How do I get a garage?

A You will need to complete an application form. This can be downloaded from www.ashford.gov.uk/garages. You will also need to prove your identity and home address.

Q Can anyone rent one of your garages?

A No. You must meet and continue to meet the following criteria:

- You must live or work in the Borough
- You must be up to date with all payments due to the Council
- Applications are only accepted from individuals, not from companies or organisations

Q How are garages allocated?

A Garages are matched to the oldest active application that matches the applicants garage location choices.

Q Can I rent more than one garage?

A Yes. You can rent additional garages. However, you must have completed a separate application for each garage you wish to rent.

Q How can I pay the rent?

A Garage rent is payable monthly in advance by Direct Debit.

Q Can I use the garage for general storage?

A Yes. However, the primary purpose of the garage is to garage a taxed and insured motor vehicle. Other items can be stored but you should not store petroleum or any other flammable liquid or substance, other than the fuel in the fuel tank of your 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 for items stored in the garage from the council?

A No. It is the tenants responsibility to arrange insurance cover.

Q Can I rent the garage to someone else?

A No. Sub-letting is a breach of the tenancy agreement.

Q Can I swap/exchange with another tenant?

A You can with our agreement. If the rent payments are up to date, we are usually happy to agree to this and will undertake all the necessary paperwork to change the tenancies over.

Q Can I add additional security to the garage?

A You can fit additional locks at your own expense but cannot install electrical systems or lighting.

Q How do I end my tenancy?

A Complete our Notice to Vacate Form. You can download the form from www.ashford.gov.uk/garages.