

Please write in BLOCK CAPITALS

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Housing Management  
Education, Leisure and Housing Services  
Orkney Islands Council  
School Place  
KIRKWALL  
KW15 1NY

Dear Sir/Madam

**Application for OIC Garage Plot Site**

I wish to make an application for a garage plot situated Off Pipersquoy Road, Kirkwall.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please note that the following conditions apply when renting a garage plot from Orkney Islands Council:

1. Relevant planning permission must be sought from Orkney Islands Council Planning Department before the proposed shed/garage can be erected on the allocated plot.
2. Plans of the proposed shed/garage must be submitted to Orkney Islands Council Housing Management Service for approval before the proposed shed/garage can be erected on the allocated plot.
3. The shed/garage must be erected within a 6 month period from the date of plot allocation.
4. The shed/garage must be maintained to an acceptable and safe condition at all times. An inspection of the shed/garage will be carried out by a Housing Officer on an annual basis.
5. The plot will not be sub-let to a third party.
6. In the event of rent remaining outstanding for a period of 28 days beyond the date of receipt of the invoice, Orkney Islands Council shall have the right to terminate the let forthwith and to repossess the plot as if the 'let' had not been granted, and will remove the shed/garage if and when necessary.