

18 May 2016

Dear Sir/Madam,

RE: 12 BELVEDERE ROAD, OXFORD, OX4 2AZ- HMO LICENSE APPLICATION ON BEHALF OF MR YAO

I write as the applicant, **Ashley Bolton** on behalf of our client, **Mr Yao** regarding the above referenced property, **12 Belvedere Road**.

Please find enclosed with the **HMO online Application** that has been submitted to you, the enclosed letter, dated **18 March 2016** confirming the purchase of this property from our client's solicitors.

In addition, I also wish to take the opportunity to convey on our client, **Mr Yao's** behalf that this property has been in continuous operation as an HMO since **1 March 2006** to the present time. Therefore, the property thereby already possesses the requisite C4 use class as an HMO before the Council's Article 4 Direction came into full effect on **24 February 2012** as per **page 22** of your '*Amenities and Facilities Guide*'.

However, I have learned from **Mr Yao** that the previous owner of the property, **Mr Michael Cuddy** had been unsuccessful in terms of obtaining and being granted/issued an HMO License for this property. It has therefore transpired to be the situation that there were **three tenants/occupants in situ** (**Deborah Cuddy, Dan Baker and Matthew Budd**), when he purchased the property in **March 2016** as the new owner.


These above referenced tenants have since vacated and terminated their respective tenancies earlier than contracted following the sale of the property from **Mr Cuddy** to **Mr Yao**. There are now **three** new tenants now occupying the property under an AST Tenancy Agreement (**Miguel Paradias, Pedro Matos and Sonia Savites**).

Please therefore also find enclosed with this letter, all of the relevant AST Tenancy Agreements covering this period from **1 March 2006** to the present time as evidence that the property has been continuously used as an HMO without any changes between the C3 (dwelling/single occupancy) and the C4 HMO use classes. These should hopefully provide sufficient evidence that this property is a pre-existing and not a "new" HMO in terms of having been created **before** the Article 4 Direction was passed.

In conclusion, our client, **Mr Yao** is now ready to license this property as an HMO in a timely manner within the necessary 12 weeks period following his purchase of the property, with the purchase letter enclosed as proof alongside the series of AST Tenancy Agreements to support the C4 use class.

If you could therefore clarify that this position is satisfactory once you have processed the online HMO Application Form that has been submitted, then this would be most appreciated.

Yours sincerely



Ashley Bolton BA (Hons) PG Dip (RMA Properties Ltd- 01865 253764)

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