

## APPLICATION FOR VOLUNTARY MEMBERSHIP

I/we apply for membership of the Independent Housing Ombudsman Scheme, approved under the provisions of the Housing Act 1996. The Scheme lays down the terms of reference for the Housing Ombudsman Service and its administering company IHO Ltd.

Please complete as applicable:

Name		
Organisation		
Address		
Telephone		Email
Website		

I am/We are (tick as many as applicable)

<input type="checkbox"/>	Landlord	
<input type="checkbox"/>	Managing Agent	
<input type="checkbox"/>	Member of a trade association	(please specify) <input type="text"/>
<input type="checkbox"/>	Other	(please specify) <input type="text"/>

### I/we agree to the following conditions:

- To be bound by the approved Independent Housing Ombudsman Scheme.
- To inform tenants how they can complain to me/us as the landlord or managing agent, and thereafter to the Ombudsman if they remain dissatisfied.
- To provide the Ombudsman with a copy of my/our complaints procedure.

I/we agree that all units in my/our stock be covered by the Scheme (*If this is not so please explain why, and list separately the addresses of the units to be covered*). The number of units is  ["units" are usually defined as tenancies, but in some cases they may refer to rooms, bedspaces, or other divisions of the stock].

Please use this box or a separate sheet if you have any other comments:

Independent Housing Ombudsman Limited will keep a register of members. It will make available a list of members' names to anybody who requests it.

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Name:	
Position:	
Signed:	
Date:	

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Please return to

IHO Ltd  
81 Aldwych  
London WC2B 4HN

or as an email attachment to

[ihol@housing-ombudsman.org.uk](mailto:ihol@housing-ombudsman.org.uk)

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**FOR IHO Ltd USE ONLY**

**DECISION ON APPLICATION FOR MEMBERSHIP**

The above application for membership of the Independent Housing Ombudsman Scheme is:

ACCEPTED  REJECTED

IHO Ltd Comments:

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Signed

Signed

Dr Michael Biles, Ombudsman

Wilma Jarvie, Company Secretary

Date

Date