

Clare Budden

Chief Officer (Community and Enterprise)
Prif Swyddog (Portffolio Cymunedau a Menter)



«CorresName1»
«Address1»
«Address2»
«Address3»
«Address4»
«Address5»
«Postcode»

Your Ref/Eich Cyf «TenancyRef»
Our Ref/Ein Cyf TCL
Date/Dyddiad 24 March 2016
Ask For/Gofynner am «HousingArrsOffcr»
Direct Dial/Rhif Union 01352 703838

«TncyUsr1»
«TncyUsr2»

Dear «CorresName2»

Re: Your Garage Tenancy Charges - 2016/2017

We wrote to you recently to let you know about the planned increase in garage rents that take effect from Monday 4th April 2016.

This latest letter now provides you with a full breakdown of the total amount that you need to pay in garage rent from Monday 4th April 2016.

The amount that you will be required to pay is shown as the '**Amount Payable**' in the table below:

Week Number	1
Basic Rent	«RentBreak
«RentBreakdownDesc2	«RentBrea
Amount Payable	«TotalBr

The Council operates a scheme of offering two non payment weeks of rent and for 2016-17 these will be on week commencing 26th December 2016 and 27th March 2017. If your garage rent account is in arrears it is important that you continue to make payment even during these two non collection weeks.

If you pay your garage rent by any method other than by direct debit or standing order, you will find a barcode at the top of this letter that can be scanned when making payment at one of the Flintshire Connects Offices.

There is more information available on our website about how and where to pay garage rent by accessing www.flintshire.gov.uk/payingmyrent

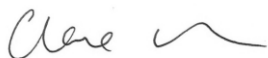
You should tell us straight away if you are having problems paying your garage rent by calling us on 01352 703838 as we may be able to enter into a payment agreement with you.

It is important to remind you that domestic garage premises rented from the Council must only be used for the purposes of storing a motor vehicle or motor cycle. The premises cannot be used for trade or business purposes, nor can they be used to store petrol (other than in the petrol tank of the vehicle) or for things like the storage of gas bottles/cylinders or any other flammable material.

Finally, for more information about your garage tenancy terms and conditions, these can be easily found by accessing a copy of the garage tenancy terms and conditions at www.flintshire.gov.uk/mygarageterms

If you have any questions relating to your garage tenancy or the amount that you now need to pay please contact our Housing Advisors on 01352 703838. We will be happy to help.

Yours sincerely



Clare Budden
Chief Officer – Community and Enterprise



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