

This message is strictly confidential and intended solely for the addressee. If you are not the intended addressee, you must not disclose, copy or take any action in relation (reliance) to this transmission. If you have received this message in error, please contact the sender immediately and delete the material from any computer. See it, Secure it, Shred it

**From:** HMO Licensing <[hmo@coventry.gov.uk](mailto:hmo@coventry.gov.uk)>

**Sent:** 24 February 2023 10:10

**To:** [REDACTED] <[\[REDACTED\]@unitestudents.com](mailto:[REDACTED]@unitestudents.com)>

**Cc:** [REDACTED] <[\[REDACTED\]@unitestudents.com](mailto:[REDACTED]@unitestudents.com)>

**Subject:** RE: [EXTERNAL] New app 2nd chase 1380 101A, Liberty Park, Queens Road, Coventry, CV1 3GX

Dear [REDACTED]

Thank you for your email.

Unfortunately the spreadsheet does not contain the information we require in order to input your applications. Attached is a copy of the spreadsheet that has previously been sent out, for you to complete. We require the information relating to each flat, not each individual room in the property.

Furthermore, the EICR certificate states the condition of the installation is 'unsatisfactory'. Therefore it is not valid, and will not be accepted for this application.

As per the email and letter yesterday, I would appreciate it if all documents/information be submitted within 14 days.

Kind regards,

[REDACTED]

[REDACTED]

**Property Licensing Assistant**

Property Licensing Team

PO Box 15

Coventry City Council

Earl Street

Coventry

CV1 5RR

[www.coventry.gov.uk](http://www.coventry.gov.uk)

*Please tell us about you to help us improve our services by completing [The Equality & Inclusion Survey](#). Your data are kept confidential, and it should not take any longer than a couple of minutes.*