

## **Mary Aikenhead House, St. James Street, Dublin 8**

### **Expression of Interest Form for 1x3 Bed Unit**



Dublin City Council is inviting applicants from our waiting lists **who have selected Area L** on their area of preference to express an interest in a 1 bed unit in Mary Aikenhead House, Dublin 8.

Mary Aikenhead House is located on James Street, Dublin 8 and is within walking distance of the City Centre. It is close to all local amenities including schools, shops and Bus & Rail services.

Expressions of interest are now being invited for this 3 bed unit which will be available for letting in October 2023. Applicants should note that there is no lift access to this unit.

**Start day for applications is Friday the 15<sup>th</sup> of September 2023. Closing date is Friday the 06<sup>th</sup> of October @ 5pm.**

Only applicants whose requirements are for 3 bedroom accommodation under the Allocations Scheme of Lettings will be considered for this Choice Based Lettings competition.

**PLEASE NOTE LATE APPLICATIONS WILL NOT BE CONSIDERED**

## **Procedure and Application Form**

- 1) All Applicants must be listed for area L
  - 2) All Applications will be examined on estate management grounds including rent arrears
  - 3) Applicants are invited to register their interest with Dublin City Council. Properties that become available for re-let in this area will be advertised in Allocations and Transfers, Civic Offices, Fishamble Street, Dublin 8.
  - 4) There will be a three week timeframe for applicants to register their interest.
  - 5) **Start date 15<sup>th</sup> of September 2023 end date 06<sup>th</sup> of October 2023 @ 5.00pm.** This application form must be returned to **South Central Area Office, Eblana House, Marrowbone Lane, Dublin 8 or by email to CBLSWIC@dublincity.ie**
  - 6) **Please Note Late Applications Will Not Be Considered.**
  - 7) If a number of applicants express an interest in the same property, the final offer will be made to the applicant with the highest position on the list within their band.
  - 8) Under the choice based letting scheme only the successful candidates will be notified.
  - 9) Applicants who refuse a CBL will not be eligible for consideration for **another Choice Based letting** for a period of one year.
  - 10) If you need Further information regarding the choice based letting scheme, please contact (
  - 11) As per your Social Housing Application form, Dublin City Council will process your Choice Based Letting application in line with GDPR Guidelines. Please see Dublin City Council Privacy Statement on Dublin City Council website.
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### **Application Form**

Your Name \_\_\_\_\_

Your Address \_\_\_\_\_

Your Family Size \_\_\_\_\_

Your Housing Reference Number \_\_\_\_\_

Your Telephone/ Mobile Number \_\_\_\_\_

Size of Property/Properties you are interested  
in \_\_\_\_\_

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Did you read and understand the procedures above \_\_\_\_\_

Signature \_\_\_\_\_

**Applicants can register their interest in this property in the following ways:**

- By completing the attached form and returning to: Dublin City Council, South Central Area Office, Eblana House, Marrowbone lane, Dublin 8
- By email to: [CBLSWIC@dublincity.ie](mailto:CBLSWIC@dublincity.ie)
- Applicants can also arrange to visit the South Central Area Office to complete form

Applications cannot be taken by telephone

Closing date: 06<sup>th</sup> of October 2023