

Application to work from your home in Letchworth Garden City

Letchworth
Garden City
Heritage Foundation

Working from home.....you may need a licence. Under the terms of your deeds, as either a Freeholder or Leaseholder, you may not be allowed to run a business from your home without our prior written consent.

We understand that working from home is an increasingly attractive option for everyone, however, in order to protect neighbours and safeguard the quality of the Garden City environment, we ask home working residents to seek permission by registering their home business activity.

If we agree that your business doesn't adversely affect your neighbours or surroundings, we will issue you an annual licence.

Name: [redacted]

Address: 6 netley dell; letchworth; herts; sg62tf

Email Address: [redacted]@gmail.com

Telephone Number: Mobile Number: [redacted]

Date Business Established: November 2023

How long has the business operated at your home? around 6 weeks give or take the christmas period

The nature of and brief description of your business: psychotherapeutic counselling- private practice of counselling and therapy to long term 121 clients.

How much approx. of your home, garage, outbuildings or ground does the business occupy:
the business occupies 2/3 of my garage

Will any new building or alteration to your home or grounds be required: we have changed the inside of the garage, no new buildings needed.

What machinery, equipment or vehicles does the business require at your home:
none

What car parking arrangements are in place: visitors can use the driveway or the cul de sac as its during the day when there is a lot of space.

How many business visitors/deliveries come/will come to your home each day: I see only 8 clients per week

Does the business produce any outputs to the environment or adjoining properties? For example, noise, fumes or waste: no

What hours does/will the business operate from your home: tuesday and thursday during school hours

Signed: [redacted] Date: 11/01/24

1st year fee = £300 (plus VAT) per annum. 3 year renewal licence = £450 (plus VAT)
Please send your completed for to home@letchworth.com or by post to the address below.