Pre-inspection screening questionnaire:

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| --- | --- |
| Customer Name |  |
| Contact number |  |
| Contact email |  |
| Customer address |  |
| List all occupiers |  |
| Nature of complaint/problem with accommodation |  |
| Have you or any member of your household/houseshares returned from another country outside the UK within the last 14 days? | Yes – which country/countries? |
| No |
| Have you or any member of your household/houseshares been in close contact with anyone who has from another country outside the UK within the last 14 days? | Yes – which country/countries? |
| No |
| Have you or any member of your household/houseshares had close contact with or cared for someone diagnosed with Covid-19 in the last 14 days? | Yes/No |
| Have you or any member of your household/houseshares experienced any cold or flu like symptoms in the last 7 to 14 days (including fever, cough, sore throat, respiratory illness, difficulty breathing)? | Yes |
| No |

If you have answered ‘YES’ to any of the above questions the Council will not proceed with a site visit/inspection of the property at this time. The details of your complaint will be held on file and you will be contacted when it is appropriate to arrange an inspection/visit.

If all screening questions are answered ‘NO’, the necessity for a site visit/inspection will be assessed using the responses given in the Housing Enforcement Complaint Form.