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**Housing, Environmental and  
Neighbourhood Services**  
Civic Centre, Glebe Street  
Stoke-on-Trent ST4 1RJ

Dear Landlord

**RE: NORTH STAFFORDSHIRE LANDLORD ACCREDITATION SCHEME**

On behalf of the Scheme Operators, I would like to invite you to join the North Staffs Landlord Accreditation Scheme.

The Scheme is run as a partnership between the Scheme Operators, which include:

- **Stoke-on-Trent City Council**
- **Newcastle-under-Lyme Borough Council**
- **Stafford Borough Council**
- **Staffordshire Moorlands District Council**
- **North Staffordshire Landlords Association**

The aim of the Scheme is to improve the physical and management standards in the private rented sector. This will be achieved by providing encouragement, support and incentives to members. We will also work with accredited landlords and publicly recognise that they are willing to achieve and adhere to good property standards.

To become a member of the Scheme, you will need to forward the following papers:

- **A completed and signed application form;**
- **A list of all private rented properties owned by you within all the local authority areas listed above;**
- **A copy of current Gas Safety Certificate(s) for properties listed.**

Please contact the Landlord Accreditation Team at Stoke-on-Trent City Council on (01782) 232271 or 232087 if you need any help or information about becoming an accredited landlord.

I look forward to receiving your application in the near future.

Yours sincerely

**Helen Lancashire**  
**Senior Private Sector Support Officer**  
**Housing Standards Team**  
e: [mail@landlordaccreditation.co.uk](mailto:mail@landlordaccreditation.co.uk) w: [www.landlordaccreditation.co.uk](http://www.landlordaccreditation.co.uk)

**contacting the council**

telephone 01782 234567  
fax 01782 232217  
minicom 01782 232331  
text 07786 200700  
email [housing\\_standards@stoke.gov.uk](mailto:housing_standards@stoke.gov.uk)  
website: [www.stoke.gov.uk](http://www.stoke.gov.uk)

Please tell us if you need this letter in large print, audio tape, computer disk or Braille