

# Homestay

## Notes for Tenants



### Private and Public Sector Tenants

If you live in rented accommodation and wish to offer Homestay, you **MUST** get permission in writing, from the property owner(s). This should be done prior to registration.

Please note, that it is completely at the property owner's discretion, whether they allow tenants to participate in the Homestay scheme, and decisions will be made on an individual case by case basis.

### Step by Step Guide

The simple step by step guide is provided to help guide you through to a successful Homestay registration.

#### Step 1

Contact your landlord / housing provider and ask them if they will provide you with written approval in principal to offer Homestay. Page 2 has a list of Public Sector Housing contacts.

Please be specific in your request and include whether you wish to offer Homestay on a Bed & Breakfast basis (i.e. you will be present at the property) or on a Self-Catered basis (i.e. you will NOT be present at the property).

#### Step 2

If approved, your landlord / housing provider will confirm in writing that you may register for Homestay, and at the same time should inform you of any conditions you will need to consider e.g. you may only offer Homestay on a Bed & Breakfast basis or if any additional fees may apply.

#### Step 3

When you have written permission from your landlord / housing provider, please complete, sign and send us your Homestay Registration Form, along with your payment.

#### Step 4

On receipt of your Homestay Registration Form and payment, the Homestay team will contact you to arrange a convenient date and time to inspect your property to ensure it meets the required standards.

#### Step 5 (Public Sector Tenants only)

Following your inspection, the Homestay team will write to your landlord / housing provider confirming acceptance (or not) onto the Homestay register.

### IMPORTANT

Failure to obtain permission could result in a breach of your tenancy agreement

## Public Sector Housing Contacts

### **Housing Customer Services Team**

Department of Infrastructure  
Ground Floor  
Markwell House  
Market Street  
Douglas  
IM1 2RZ  
Telephone: +44 1624 685955

### **Castletown Town Commissioners**

Castletown Commissioners  
Civic Centre  
Farrant's Way  
Castletown  
Isle of Man  
1M9 INR  
Telephone: +44 1624 825005

### **Onchan District Commissioners**

Housing Officer  
Onchan District Commissioners  
Commissioners' Office  
Main Road Onchan  
1M3 IRD  
Telephone: +44 1624 675564

### **Port Erin Village Commissioners**

Clerk to Port Erin Village Commissioners  
Commissioners' Office  
12 Bridson Street  
Port Erin  
1M9 6AN  
Telephone: +44 1624 832298

### **Ramsey Town Commissioners**

Town Hall  
Parliament Square  
Ramsey  
Isle of Man  
1M8 IRT  
Telephone: +44 1624 810100

### **Braddan Parish Commissioners**

Clerk to Braddan Parish Commissioners  
Commissioners' Office  
Close Corran  
Union Mills  
Isle of Man  
IM4 4LZ  
Telephone: +44 1624 852808

### **Douglas Borough Council**

Housing Manager  
Douglas Borough Council  
Town Hall  
Ridgeway Street  
Douglas  
1M99 INR  
Telephone: +44 1624 696435

### **Peel Town Commissioners**

Town Hall  
Derby Road  
Isle of Man  
1M5 IRC  
Telephone: +44 1624 842341

### **Port St. Mary Village Commissioners**

Ms H Fargher (Deputy Clerk)  
Port St. Mary Commissioners  
Town Hall  
Promenade  
Port St Mary  
Isle of Man  
IM9 5DA  
Telephone: +44 1624 832101