

## Agency Referral Form

Please note: The selection of items overleaf total £40.00 for all items required. Delivery is also included in this cost.

A referral can be made by a variety of agencies including: Social housing providers, Shropshire Council

### Terms and Conditions

- It is the responsibility of the applicant to make space for the new items being received.
- The Furniture Scheme is not responsible for removing old items of furniture.
- Payment must be made before delivery of items.
- Please give prior warning of awkward access, e.g. lack of parking, steep stairs, small doorways.
- Clear access must be available to necessary rooms.
- If the applicant does not respond after being contacted by The Furniture Scheme the referral will be closed.

#### **Applicant Details**

Title: ..... First name/initial(s): .....

Surname: .....

Full Home address: .....

.....

.....

Postcode: .....

Contact Number: .....

Type of benefit/income: .....

No. of dependent children: .....

Signed: ..... Date: .....

#### **Referral Agency Details**

Referring Agency: .....

Referrers Name: .....

Telephone Number: .....

Email Address: .....

Signed: ..... Date: .....

Please let us know how many of each item you require. We will contact you to discuss your requirements in more detail. **Electrical/white goods are not part of the referral.**

Item	Number Required		
Double Bed(s)			
Double Bed Bedding			
Single Bed(s)			
Single Bed Bedding			
Bedside Cabinet(s)			
Wardrobe(s)			
Chest of Drawers			
Sofa			
Armchair(s)			
Rug(s)			
Kitchen Pack (Saucepan, Kitchen Utensils, Crockery, Cutlery)  <b>Please tick the box to the right as appropriate</b>	For 2 people	For 4 people	For 6 people
Table			
Chairs			
Curtains (Please state measurements)			

Signed: ..... Date: .....

*Please sign above when you have received your goods.*

*Please note:* There is a large selection of low cost household and electrical items at our Warehouse in Weeping Cross Lane, Ludlow.

**Opening Times**

Monday, Tuesday, Thursday, Friday	9.30-15.30
Wednesday	9.30-13.30
Saturday	9.30-12.30