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Temporary exemption notices

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A temporary exemption notice (TEN) can be granted for a period of three months, an extension may be granted for a further three months in exceptional circumstances. You will be required to apply for a licence at the end of this period if applicable.

The issuing of a TEN is at the discretion of the council. As certain properties should have been licensed since April 2025, there are limited reasons why we would grant a TEN.

For example if a selective licence holder dies during the licensing period a TEN can be issued for 3 months. The 3 months begins on the date of their death.

At the end of the 3 months, a second exemption may be granted on request. However, at the end of the 6 months an application for a licence must be made regardless of any ongoing estate or probate matters.

If the council decides not to serve a TEN they must inform the applicant of the decision, the reasons for it and the date on which it was made, the right to appeal against the decision and the period within which an appeal may be made.

The person concerned may appeal to [First Tier Property Chamber \(Residential Property\)](#) against the decision within the period of 28 days beginning with the date on which it was made.

[Apply for a temporary exemption notice](#)

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