

Tenant Application Form



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VAT Reg. No. 686661584

Each applicant must complete the following application in full, using black ink and in capital letters. Two proofs of residency must be provided. These must be two original and different documents with the applicants name and current address. The documents must not be older than 3 months old or the most recent if issued less frequent. We must also be provided with a copy of photographic I.D (passport or driving licence).

Proof of address received Photographic ID received

DETAILS OF PROPERTY YOU WOULD LIKE TO APPLY FOR

Address of property to be rented

Agreed rent

Proposed tenancy start date

Names of occupants that will be living at the property (including date of birth for those under 18)

Name of person funding the deposit

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YOUR DETAILS

Name

Telephone Number

Email Address

National Insurance Number

Marital Status

Date of Birth

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Please give full details of previous address(es) for the last three years

Address 1

Dates of Residency

Status at this address

<input type="checkbox"/>	Tenant	<input type="checkbox"/>	Owner
<input type="checkbox"/>	With Family		

Name of Landlord/Agent

Contact number of Landlord/Agent

Email Address of Landlord/Agent

Address 2

Dates of Residency

Status at this address

<input type="checkbox"/>	Tenant	<input type="checkbox"/>	Owner
<input type="checkbox"/>	With Family		

Name of Landlord/Agent

Contact number of Landlord/Agent

Email Address of Landlord/Agent

Address 3

Dates of Residency

Status at this address

<input type="checkbox"/>	Tenant	<input type="checkbox"/>	Owner
<input type="checkbox"/>	With Family		

Name of Landlord/Agent

Contact number of Landlord/Agent

Email Address of Landlord/Agent

Please provide a post tenancy address (one whereby we can contact you when your tenancy ends)

Address

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EMPLOYMENT DETAILS

Employer

--

Address

Your Position

--

Gross Annual salary

--

Contract Type

--

Permanent

--

Temporary

--

Part Time

--

Retired

--

Other (please specify)

--

Please provide details of the person we can contact to confirm your employment details

Name

--

Position

--

Telephone Number

--

Fax Number

--

Email Address

--

SELF EMPLOYED DETAILS

Company Name

--

Company Address

Trading Since

--

Accountant

--

Accountant Address

Telephone Number

--

Email Address

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ADDITIONAL INFORMATION

Do you have any adverse credit history?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes please provide details

Have you any unspent criminal convictions?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

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Forename (s) and Surname

Full Address

Telephone Number

May we use the above address as post tenancy contact details?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If not, please complete post tenancy contact details below:-

Are you a smoker?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

Please list any pets that will be kept in the property

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TENANT DECLARATION

I hereby confirm that the information I have given in this application form is true, accurate, to the best of my knowledge and not misleading.

I give my consent to the information being used by credit card companies, credit reference companies, existing/previous landlords/letting agents/employers/accountants etc. The information can also be used during any tenancy for the management of the property, including but not limited to, being given to contractors and being used to chase money owed.

I understand that the letting agent will use the information provided to make decisions about my application. This can also mean that if any information is found to be untrue, the application can be declined and I will lose all or part of the administration fee.

I agree to that information given by credit reference companies will be shared with the letting agent and landlord and that this information may also be accessed again if I apply for or guarantee a tenancy in the future.

I agree that the referees and bank listed above may be contacted by the landlord, agent or referencing company.

Date:

Signed by the applicant:

Print name: