

Reason for leaving:
Time at address (years/ months):
Status at current address: Tenant (private) Tenant (council) Other, please specify

Status at previous address: Tenant (private) Tenant (council) Other, please specify

Are you a smoker	Yes	No
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Will there be any children living at the property:	Names:	Ages:
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Next of kin (a relative, employer, close friend etc.)

Forenames and full surname(s) (not a joint tenant)	Telephone	Address (not the property address)
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May we use this address and your other details above, as post tenancy contact details?
Yes No If not, please complete post tenancy contact details below.

Post tenancy contact details

Please list everyone who will live in the property (including date of birth for those under 18)

Forenames and full surname(s)	Date of birth	Relationship to the applicant (joint tenant, dependant, spouse etc.)	Smoker Yes No
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Please list any pets that will be kept in the property

Type of pet (include breed for dogs)	Number (if relevant)	Other relevant information (fully grown, puppy etc.)
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Employment information

Employment type	Full time employed	Part time employed	Temporary / contract	Permanent / contract
	Self-employed	Retired	Full time student	Part time student
	Unemployed	Other, please specify		

Job title / occupation	Business name and type of business	Do you need a work permit to work in the UK? Yes No
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Employer's / accountant's name and address	Employers landline phone number
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Gross annual salary £	Time in job (years and months)	Department
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Payroll number	Are you in receipt of any other income (if yes, please specify)
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Full contact name for employer reference	Please confirm that the person within the company has the authority to provide a reference Yes No
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Referee's position and department

Referee's landline telephone number

Referee's email address

Referee's fax number

Current landlord / letting agent / lender

Full name and address

Amount of rent / mortgage paid
(per calendar month)
£

Reference number (roll number/
account no. etc.)

Other relevant information

Full name of contact person

Email address

Telephone landline

Telephone mobile

Fax number

Bank details

Full name and address of your bank

Branch sort code - -

Account number

Account holder's name

Cheque Guarantee Card Yes
No

How long with this bank

Financial history

Do you or anybody else moving into the property, who is not a joint tenant, have any adverse credit history?
No Yes, please specify

Criminal record

Have you or anybody else moving into the property, who is not a joint tenant, any unspent criminal convictions?
No Yes, please specify

Other

Additional information that may be relevant to this applicant/application

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:

 <p>sandersons lettings Specialists in Property Management</p>	<p>31 Duke Street Darlington Co Durham DL3 7RX</p>	<p>Phone: 01325 286600 Fax: 01325 381007 Email: lettings@sandersonsproperty.co.uk Web: www.sandersonsproperty.co.uk VAT Reg. No. 686661584</p>
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GUARANTOR APPLICATION FORM / REFERENCE FORM

It is mandatory to complete the whole form. Please use black ink and capital letters.

Property details (to be completed by the landlord / letting agent)

Property address

Property type	Detached House	Flat	Bungalow	Content	Un-furnished	Partly furnished
	Terraced House	Semi-detached House			Fully furnished	

Number of tenants moving into the property	Proposed tenancy period months	Proposed tenancy start date (dd/mm/yyyy)
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Rent for this property per calendar month £	Applicant's share of rent per calendar month £	Will this be the only or principle home of at least one tenant? Yes No
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Guarantor identification (to be completed by the landlord / letting agent)

<p>Has proof of residency been copied and put on file? <small>(Proof of residency means 2 original and different documents such as bank statement, utility bill, council tax bill, telephone bill etc. with the applicant's name and current address on. The documents must not be older than three months, or the most recent version if issued less frequently, when this application is made.)</small> Yes No, specify</p>	<p>Has a certified and signed copy of a passport. Yes No If No - We require a copy of your Driving Licence & Birth Certificate.</p>
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Tenant Name:	Forename:	Surname:
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Guarantor applicant details (everything below to be completed by the prospective tenant)

Title	All forenames	Surname(s)
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Also known as	Marital status	Any previous surnames
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Date of birth (dd/mm/yyyy)	Email address	Who will be funding the deposit?
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Telephone home	Telephone mobile	Telephone work	Telephone other
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Nationality	Passport number	UK National Insurance No.	VISA or other resident permit (if applicable)
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Please provide the address of any other UK property you own jointly or on your own.	Do any of the applicants enjoy diplomatic immunity? Yes No
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current address:

Time at address (x years/ x months):

Status at current address? Tenant (private)

Tenant (council) Owner

Living with friends Living with family Other, please specify

Previous addresses the last 3 years including status at each address and reason for leaving

Next of kin (a relative, employer, close friend etc.)

Forenames and full surname(s) (not a joint tenant)	Telephone	Address (not the property address)
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Employment information

Employment type	Full time employed	Part time employed	Temporary / contract	Unemployed
	Self-employed	Retired	Full time student	Part time student
	Home-maker	Other, please specify		

Job title / occupation	Business name and type of business	Do you need a work permit to work in the UK? Yes No
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Employer's / accountant's name and address	Employers landline phone number
--	---------------------------------

Gross annual salary £	Time in job (years and months)	Department
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Payroll number	Are you in receipt of any other income (if yes, please specify)
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Full contact name for employer reference	Please confirm that the person within the company has the authority to provide a reference Yes
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Referee's position and department	Referee's landline telephone number
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Referee's email address	Referee's fax number
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If less than 6 months in present job, please supply previous employer details, including time in that employment

Bank details

Full name and address of your bank

Branch
sort code - -

Account
number

Account holder's name

Financial history

Do you or anybody else moving into the property, who is not a joint tenant, have any adverse credit history?

No Yes, please specify

Criminal record

Have you or anybody else moving into the property, who is not a joint tenant, any unspent criminal convictions?

No Yes, please specify

Other

Additional information that may be relevant to this applicant/application

Guarantor Declaration

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Date:

Signed by the Guarantor: Print name: