



TENANT APPLICATION FORM

Please note: A copy of this form must be completed by each intended occupier over 18 years of age, and include a copy of each applicants passport and a holding fee of £100*

Surname (Mr/Mrs/Ms/Miss):		First Name:
Home Tel:	Work Tel:	Date of birth:
Mobile Number:		Maiden Name:
Email Address:		
Present Address:		
		Postcode:
Owner/tenant/other (specify):	How long there:	Reason to leave:
Landlord/Agent:	Name:	
Address:	Email:	
Postcode:	Tel:	Fax:
<u>If less than 3 years at the above address: (A Full 3 year address history must be given)</u>		
Previous Address:		
		Postcode:
Owner/tenant/other (specify):	How long there:	Reason to leave:
Landlord/Agent:	Name:	
Address:	Email:	
Postcode:	Tel:	Fax:

Current Employer:	Name:	
Address:	Email:	
Postcode:	Tel:	Fax:
Position held:	Annual Salary:	
Date commenced:	Contact: Name:	Position:
If less than 2 years with current employer please give previous employer's details overleaf.		



Accountant if self-employed:	Name:	
Address:	Email:	
Postcode:	Tel:	Fax:

Your Bank:	Name:	
Branch Address:		
Sort Code: - -	A/c name:	A/c no:

Personal Referee:	Name:	
Address:	Email:	
Postcode:	Tel:	Fax:
Occupation:	Relationship:	Time known:

Please note: This cannot be a family member or the same as your employer.

General: * Please see notes at the bottom relating to your answers in this section.	
Do you smoke?	Yes / No
Do you intend to keep any pets? If so please give details:	Yes / No
Will any children be living with you? If so please give ages:	Yes / No
Do you have a criminal record?	Yes / No
Have you ever had any County Court Judgements against yourself?	Yes / No
Have you ever been evicted from or asked to leave a property you were renting for any reason?	Yes / No



We require photo ID of either a passport or driving licence and also a utility bill but not a mobile phone bill. Without these we cannot process the application.

Please delete as appropriate:

I do/do not* intend to claim housing benefits/local housing allowance in respect of any property let by you to me.

I am/am not* currently in receipt of housing benefits/local housing allowance.

I have/have not* provided photographic evidence that I have the Right to Rent in this Country.

Declaration:

I declare that the information I have provided on this form is true and correct, and hereby authorise you to verify the details given and to seek references as required. I understand that this does not represent any offer or contract of any nature. I further understand that if you decline to offer me a tenancy no explanation will be given.

Signed by Applicant:

Date:

Additional information may be included here:

- Please note that the holding fee will contribute towards your security deposit should your application be accepted.
- Without exception, if we uncover any information from references or credit checks that contravenes any of the information you have supplied us on this form we will decline your application and the holding fee will not be refunded.