

TENANCY APPLICATION
MISSING INFORMATION WILL RESULT IN DELAYS!



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*****IF YOU ARE UNDER 25 OR CLAIMING BENEFITS A GUARANTOR IS REQUIRED*****

*****EACH TENANT WILL NEED TO FILL IN AN APPLICATION FORM*****

CHECKLIST	TENANT 1
Tenant Credit Check (we recommend using www.mudhut.com)	
Valid E-Mail Address	
Passport or Photo Drivers Licence	
Visa/Work Visa if required	
3 last month's worth of bank statements (showing income)	
3 last month's worth of payslips	
1 Utility Bill (showing name and current address)	
Employers Details	
Employers reference	
Character reference	
Landlord reference	
Proof of income (if not working: income support letter etc)	

PROSPECTIVE PROPERTY DETAILS	
House Number	
Street	
Postcode	
No of Bedrooms	

RENTAL DETAILS	
No of Tenants	
Rent per month	£
Today's Date	
Date you would like to move in	
Do you require a Guarantor?	
If yes/no why?	
Do you need to give notice on your current property?	

PERSONAL DETAILS	
Mr/Mrs/Miss/Ms	
Surname	
First Name	
Middle Name	
Date of Birth (IF UNDER 25, GUARANTOR IS REQUIRED)	
Current Age	
Nationality	
Do you require a Visa	
Do you have a permanent Visa to live in the UK	
Do you have a permanent Visa to work in the UK	
How long have you been a UK resident	
Sex	
Marital Status	
Mobile Number	
Landline Number	
Email Address	

PERSONAL DETAILS	
Smoker	
Any Pets	
Type of pet	
Is the pet house trained	
Age of pet	
Any children	
Ages of children	
How do you propose to pay the rent	
Any medial issues or disabilities	

Have you ever been in rent arrears	
Total amount of rent arrears	£
Have the rent arrears been cleared	

Have you any outstanding loans	
Details and total amount of outstanding loans	£

Have you any CCJ's	
Are the CCJ's active or satisfied	
Details and total amount of CCJ's	£

Do you have a criminal record or any convictions	
If yes please give details	

Have you ever been evicted	
If yes please give details	

IF YOU HAVE ANSWERED YES TO ANY OF THE ABOVE QUESTIONS, COULD YOU PLEASE SPECIFY DETAILS IN THE BOX BELOW

<p>RENT ARREARS:</p> <p>OUTSTANDING LOANS:</p> <p>CCJ'S:</p> <p>CRIMINAL RECORD:</p> <p>EVICTON:</p>

PLEASE PROVIDE THREE YEARS WORTH OF RESIDENCY DETAILS (USE A SEPARATE SHEET IF NECESSARY)

CURRENT ADDRESS	
House number	
Street	
Postcode	
Owner	
Rented	
Current rent per month	£
Living with family	
Council tenant	
Other	
Time at address	
Reason for leaving	

PREVIOUS ADDRESS	
House number	
Street	
Postcode	
Owner	
Rented	
Current rent per month	£
Living with family	
Council tenant	
Other	
Time at address	
Reason for leaving	

FINANCIAL DETAILS	
Employment status	
Annual income	£
Job title	
Start date	
Nature of employment	

EMPLOYERS DETAILS	
Company name	
Building number	
Street	
Postcode	
Contact name	
Contact telephone number	
Contact email address	

TENANT		
Housing benefit	£	How often:
Universal credit	£	How often:
Income support	£	How often:
Job seekers allowance	£	How often:
Child benefit	£	How often:
Child tax credit	£	How often:
Working tax credit	£	How often:
Pension	£	How often:
Disability	£	How often:
Carers allowance	£	How often:
Other	£	How often:

CURRENT LANDLORD DETAILS	
Landlord/Agent name	
Building number	
Street	
Postcode	
Contact name	
Contact telephone number	
Contact email address	

CHARACTER REFERENCE FOR TENANT 1	
Contact name	
House number	
Street	
Postcode	
Contact telephone number	
Contact email address	

BANK/BUILDING SOCIETY DETAILS FOR RENT	
Name on account	
Sort code	
Account number	
Bank name	
Branch address (please provide full address)	
Branch postcode	

DECLARATION:

I declare that the information I have provided on this form is true and correct, that I have read and understood the "How to rent guide" and hereby authorise you to verify the details given and to seek references as required, including a credit check. I further understand that if you decline to offer me a tenancy no explanation will be given and if I fail the credit check and or referencing the fee is non-refundable.

Signed by applicant	
Print name(s):	
Date:	