



Tenancy Application

Please provide the following details:

Title First Name Middle Name(s) Surname

.....

Mobile Phone Number **Date of Birth**

E-Mail address

National Insurance Number **Occupation**

Address of property you are applying for

.....

Please delete as applicable

Are you: Married/Single/Separated/Partner

Do you have any children that will live with you? Yes/No

Do you have any pets that will stay with you? Yes/No

Details of your Employer, Accountant or Place of Study Are you self employed? Yes/No

Name

Address

..... **Tel No**

Your Current Address

.....

.....

Postcode.....

Telephone No.....

Time at this propertyyearsmonths

Your Current Landlord/Agent

Name

Address

.....

Postcode

Telephone No

If less than three years, please give details of your previous addresses for the last three years.

Address & Postcode

Dates you lived at this address from month year to month year

Address & Postcode

Dates you lived at this address from month year to month year

Please continue on page 2

Details of your next of kin

Name

Address

.....

Postcode Tel. No

What is their relationship to you? e.g. Mother, Father etc.

If you are sharing the property (Joint Tenants)

Who will pay the deposit and be the designated person to deal with deposit issues under deposit scheme rules? *At the end of the tenancy the deposit will be refunded to this person.*

Please read the consent information and sign below

Consent: Information supplied by you will be held on our records. We may use this information, or share it with a third party, for account administration (including debt tracing and collection) credit assessment and fraud prevention. We may contact your employer to confirm details of your employment for reference purposes. The information provided in this form by you is information as described in Ground 17 of the Housing Act 1996 and you acknowledge that if any information within this application is found to be untrue, it is grounds for termination of the tenancy, also any default in the payment of rent may affect any future application for tenancies, credit or insurance and that the assessment of this application presumes that at some time during the tenancy agreement, you may be granted or allowed some form of deferred payment.

Regarding Utility Suppliers

At the time a property changes occupiers, landlords sometimes change utility suppliers. They do this to minimise charges incurred for when a property maybe empty. This may mean that you will not be able to have your preferred utility supplier providing your gas and/or electricity as soon as you move into the property. You are however, welcome to change suppliers when any opportunity arises.

Administration Charge

A administration charge of £..... is payable. This is a charge which is made for taking up any references, and preparing and completing the tenancy agreement. It is not refundable. Instead it is a charge which we make. It is, therefore, **not** a tenancy deposit. It will not be paid back to you when the tenancy ends.

Signed

Date