

# **APPLICATION FOR TENANCY**

## **PROPERTY FOR RENT:**

Date: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Length of Tenancy: \_\_\_\_\_

Commencement Date: \_\_\_\_\_

Rent Per Month: \_\_\_\_\_

(Inclusive of Rates)

## **APPLICANT DETAILS:**

Name & Current Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Length at Current Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

National Insurance Number: \_\_\_\_\_

Please circle relevant to your marital status:

Married

Divorced

Widowed

Single

Number of Children & Ages: \_\_\_\_\_

Daytime Telephone No: \_\_\_\_\_

Evening Telephone No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Are you a smoker?    Yes                      No                      Do you have pets?    Yes                      No

**EMPLOYMENT DETAILS:**

Are you in employment?      Yes                      No

Employers Name: \_\_\_\_\_

Employment Address & Telephone No: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please confirm if you the applicant are claiming Housing Benefit:                      Yes                      No

**PRESENT LIVING DETAILS:**

Please circle – Owner / Council Tenant / Private Tenant / Living with Parent

If you were previously an Owner, please state below your reason for changing into the rental market:

\_\_\_\_\_

If you were a Private or Council Tenant please complete the following:

Name & Address of Landlord:

\_\_\_\_\_

\_\_\_\_\_

Name & Address of Agent:

\_\_\_\_\_

\_\_\_\_\_

Current Rent Payable & Reason for Leaving:

\_\_\_\_\_

\_\_\_\_\_

**All tenants must supply photographic identification i.e. passport or driving licence and proof of residency i.e. utility bill or bank statement showing home address when submitting this form.**

**GUARANTOR DETAILS:**

**All Guarantors must supply photographic identification i.e. passport or driving licence and proof of residency i.e. utility bill or bank statement showing home address when submitting this form.**

**As Guarantor for the above I do hereby guarantee to the owner of the above property punctual payment now payable by the said tenant or as may be varied by for rates that may accrue due until full clear and legal possession shall be delivered to the Landlord. Any loss or damage suffered, caused or sustained in relation to the premises by any act of omission on the part of the tenant I realize I am responsible for.**

**Signed by the Guarantor:**

Signature: \_\_\_\_\_

Guarantor's Full Name (Block Capitals): \_\_\_\_\_

\_\_\_\_\_

Guarantor's Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Business Number: \_\_\_\_\_

Mobile: \_\_\_\_\_

Guarantor Occupation: \_\_\_\_\_

Name of Employer, Employment Address & Telephone Number:

\_\_\_\_\_

\_\_\_\_\_

Home Owner:            Yes            No

Relationship to Tenant: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

Name of Independent Witness: \_\_\_\_\_

Application forms must be returned along with the following:

- Tenant photographic ID (Passport/Driver's Licence)
- Tenant proof of address (utility bill/bank statement etc)
- Tenant proof of benefits (if applicable)
- Guarantor photographic ID (Passport/Driver's Licence)
- Guarantor proof of address (utility bill/bank statement etc)
- 2 written character references (previous Landlord/current Employer)

**\* Please note your Guarantor must be an employed home-owner.**