

Please note there is a £35.00 non-refundable administration charge for this application to be processed regardless of the outcome of the application

No pets are allowed in any of our properties

TENANT APPLICATION FOR RESIDENTIAL ACCOMODATION

PROPERTY APPLIED FOR:	
DATE REQUIRED:	PRICE P.C.M: £
	BOND REQUIRED: £

1. PERSONAL DETAILS:

Title:	First Name:	Middle Name(s):
Surname:		
Maiden Name:		
Home Phone No:	Mobile Phone No:	
Email address:		
Date of Birth:	National Insurance No:	
(must be over 25)		
Marital Status:	Number of Children:	

Please provide all addresses for **the last three years** below:

Current Address:
How long have you lived at this address:
Status: Private Rent/Council Rent/Owner/Living With Parents/Other <i>(Please circle as applicable)</i>
Reason For Leaving:
Previous Address 1:
How long did you live at this address?
Reason For Leaving:
Previous Address 2:
How long did you live at this address?
Reason For Leaving:

INFORMATION FOR REFERENCING PURPOSES

Please note that the questions below will be used to enable Setbray Properties Ltd to carry out reference checks. Please ensure that you sign the consent form at the end of the application to enable us to approach the referees provided.

2. EMPLOYMENT DETAILS:

Company Name and Address:	
Post Code:	
Contact Name: <i>(This should be your supervisor/manager etc)</i>	Position Held by Contact: <i>(Team Leader, Manager, Supervisor etc)</i>
Daytime Phone No:	Fax No:
Email:	
Your Position:	Start Date at Company:
Status: Employed/ Self Employed / Unemployed / Student / Retired / Housewife	
Salary Amount (Per Annum): £	Additional Income (e.g. Working Tax Credits): <i>(Proof of additional income will be required)</i>

If you have been in you current job less than 1 year please fill in the section below:

Job Title/ Company		Reason for Leaving	
Annual Salary (gross)		Employment End Date	
Employment start date			

PLEASE PROVIDE LAST 3 MONTHS WAGE SLIPS FOR COPYING

3. CURRENT LANDLORD DETAILS:

Complete this section if you indicated that you are or have lived in rented accommodation

Landlord/Agent Name:	
Landlord / Agent Address:	
Daytime Phone No:	Evening Phone No:
Mobile No:	Fax No:
Email Address:	

4. CHARACTER REFERENCE

Please provide us with a character reference, which may NOT be an employer or a family member, that has known you for at least two years.

Name:	
Address:	
Daytime Phone No:	Evening Phone No:
Mobile No:	Fax No:
Email Address:	

5. BANK DETAILS

We will need these details for your credit check

Name of Bank:	
Branch Address:	
Sort Code:	
Account Number:	
Name on the Account:	
Number of Years with this Bank:	
Do you have a cheque guarantee card?	Yes / No (please delete as appropriate)

6. ADDITIONAL QUESTIONS

Do you have any County Court Judgements? Yes/No

If yes please list the amount, nature and age of the CCJ

1. _____

2. _____

Do you smoke? Yes/No

Do you have any pets? Yes/No

If yes what type of pet(s) do you have

Passport No. (please bring this with you for copying)

Driving License No. (please bring this with you for copying)

7. OTHER PEOPLE WHO WILL LIVE WITH YOU:

First Name	Surname	Date of Birth	Relationship

8. Applicant's Consent

In connection with this application a search will be carried out and references requested to check all or any of the application details which have been submitted. I am aware and agree that a credit check will be carried out through an independent outside agency and any negative response from said credit check will automatically lead to the application being turned down.

I confirm that I am happy for Setbray Properties Ltd and the credit referencing agency to contact third parties to check employment, character and tenancy details and that requested details may be disclosed to Setbray Properties Ltd and the credit referencing agency.

I understand that as company policy Setbray Properties Ltd do not disclose information relating to declined applications.

(Please sign and date the form)

Print Name: _____

Signed: _____ **Date:** _____