

Personal Tenancy Application

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**PROPERTY APPLIED FOR** .....

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**TENANT DETAILS**

Title.....

Last name .....

First name(s) .....

Maiden name (if applicable).....

Current address (incl. Post code)

.....  
.....  
.....

Time spent at this address.....

Are you - renting/living with parents or guardian/owner occupier

(please circle one)

If you are currently renting your property then please supply:

Present Landlords name .....

Present Landlords address

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.....  
.....

Present Landlords contact telephone number or email

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.....

Previous addresses (full addresses for the last **three years** including postcodes)

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.....

Daytime telephone .....

Evening telephone .....

Mobile telephone .....

Date of birth .....

E-mail address .....

National Insurance Number.....

**IDENTIFICATION**

PLEASE SUPPLY A COPY OF YOUR PASSPORT OR DRIVING LICENCE FOR IDENTIFICATION

Are you aware of any adverse credit history YES/NO  
(if yes, please give brief details)

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.....  
.....  
.....

Smoker/Non-Smoker.....

**BANK DETAILS OR BUILDING SOCIETY DETAILS:**

Bank Branch Name & Address .....  
.....

Sort code .....

Account number .....

**CURRENT EMPLOYMENT**

Employer .....

Address of employer (incl. Post code)  
.....  
.....  
.....  
.....

Telephone No ..... Fax No .....

Email Address .....

Position held .....

Date employment began .....

Is employment permanent            YES/NO

If not, when is the employment to end  
.....  
.....

Contact name.....Email.....

**PREVIOUS EMPLOYMENT**

Employer.....

Address & Telephone No.

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.....  
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Position held .....

Date you left .....

Reason for leaving

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.....  
.....

**SELF EMPLOYMENT**

Name of business.....

Address for business (incl. Post code)

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.....  
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Nature of business.....

Accountants name.....

Accountants Address.....

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Telephone/fax number .....

Period of being self employed .....

If it is under 1 year of self employment then please give previous employment

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## STUDENTS

College/University .....

Start Date .....

Finish Date .....

Parent/Guardian Address .....

## NEXT OF KIN

Name .....

Address .....

Relationship to yourself.....

Telephone  
number.....

## REFERENCES

We require employment (or accountants reference for self employed persons), bank and a previous landlords reference for each person on a tenancy agreement. If you currently reside with your parent/guardian we may require a guarantor to be signed instead of a reference.

Fees applicable are non refundable and MUST be paid upon this application before any reference can be taken. Results of references will not be disclosed to the applicant, unless directed by a recognized authority.

Please sign below to accept these terms and conditions.

Signed By..... Dated.....

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**Application fee:** £80 for first applicant

**Additional persons:** £40 per person

**Guarantor fee:** £40

**Full Time Students:** No Charge