

# Letting Application Form

## New Property Details

Flat number:	House name:
House number:	Postcode:
Street:	Town:

## New Rental Details

Monthly rental:	Tenancy term (months):
Number of tenants/guarantors:	Start date (dd/mm/yyyy): ___ / ___ / _____
Share of rent: £	

## Applicants Details

Title:	<input type="radio"/> Mr	<input type="radio"/> Mrs	<input type="radio"/> Miss	<input type="radio"/> Ms	<input type="radio"/> Other
First name:	Middle name:				
Last name:	Date of birth:				
I can confirm this is my legal name <input type="radio"/>					
Sex:	<input type="radio"/> Male	<input type="radio"/> Female	National insurance number:		
No of dependants:	Marital status:	<input type="radio"/> Single	<input type="radio"/> Married	<input type="radio"/> Divorced	<input type="radio"/> Separated <input type="radio"/> Widow(er)
Daytime phone number:	Mobile number:				
Work number:	Email address:				
Any previous names:					
1. First name:	Last name:	Used until: dd/mm/yyyy ___ / ___ / _____			
2. First name:	Last name:	Used until: dd/mm/yyyy ___ / ___ / _____			

## Please supply addresses to cover your last 3 years of residency

### Address History - Current Address

Time at address	From: dd/mm/yyyy ___ / ___ / _____	To: dd/mm/yyyy ___ / ___ / _____			
Living status:	<input type="radio"/> tenant (furnished)	<input type="radio"/> tenant (unfurnished)	<input type="radio"/> own home	<input type="radio"/> with parents	<input type="radio"/> other (please state):
Flat number:	House name:				
House number:	Postcode:				
Street:	Town:				
County:	Country:				

### Address History - Previous Address 1

Time at address	From: dd/mm/yyyy ___ / ___ / _____	To: dd/mm/yyyy ___ / ___ / _____			
Living status:	<input type="radio"/> tenant (furnished)	<input type="radio"/> tenant (unfurnished)	<input type="radio"/> own home	<input type="radio"/> with parents	<input type="radio"/> other (please state):
Flat number:	House name:				
House number:	Postcode:				
Street:	Town:				
County:	Country:				

## Address History - Previous Address 2

Time at address From: dd/mm/yyyy \_\_\_ / \_\_\_ / \_\_\_\_\_ To: dd/mm/yyyy \_\_\_ / \_\_\_ / \_\_\_\_\_

Living status:  tenant (furnished)  tenant (unfurnished)  own home  with parents  other (please state):

Flat number: \_\_\_\_\_ House name: \_\_\_\_\_

House number: \_\_\_\_\_ Postcode: \_\_\_\_\_

Street: \_\_\_\_\_ Town: \_\_\_\_\_

County: \_\_\_\_\_ Country: \_\_\_\_\_

## Landlord Details or Previous Landlord Details

Landlord / Agent name: \_\_\_\_\_ Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

Fax number: \_\_\_\_\_ Email address: \_\_\_\_\_

Flat number: \_\_\_\_\_ House name: \_\_\_\_\_

House number: \_\_\_\_\_ Postcode: \_\_\_\_\_

Street: \_\_\_\_\_ Town: \_\_\_\_\_

County: \_\_\_\_\_ Country: \_\_\_\_\_

Additional information to assist the referee:

## Employment Details - If your employment is likely to change please supply your offer letter or contract of new employment

- Full time employed  Part time employed  Unemployed  
 Self-employed  Retired  Student  
 Home maker  Payment in advance  Contract (How many months left):

Organisation name: \_\_\_\_\_ Start date: dd/mm/yyyy \_\_\_ / \_\_\_ / \_\_\_\_\_

Are you currently on long term leave?  Yes  No Annual income amount: £

Job title: \_\_\_\_\_ Employee/Payroll/Service number: \_\_\_\_\_

Flat number: \_\_\_\_\_ House name: \_\_\_\_\_

House number: \_\_\_\_\_ Postcode: \_\_\_\_\_

Street: \_\_\_\_\_ Town: \_\_\_\_\_

County: \_\_\_\_\_ Country: \_\_\_\_\_

## Reference Provider Details

Contact name: \_\_\_\_\_ Job title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

Fax number: \_\_\_\_\_ Email address: \_\_\_\_\_

Additional information: (eg. Is the contact's address different to the address above)

## Accountant Details

Self-employment annual income amount: £

Do you have an accountant?:  Yes  No If no please provide 6 months bank statements showing proof of income

Company name:

Contact name:

Phone number:

Mobile number:

Fax number:

Email address:

Flat number:

House name:

House number:

Postcode:

Street:

Town:

County:

Country:

Additional information to assist the referee:

## Pension Details

Annual income amount: £

Do you have proof of your pension?:  Yes  No If no please provide 6 months bank statements showing proof of income

Pension providers company name:

Pension ref number:

Contact name:

Phone number:

Fax number:

Email address:

Flat number:

House name:

House number:

Postcode:

Street:

Town:

County:

Country:

Additional information to assist the referee:

## Affordability Details

Gross annual income: £

Any additional sources of income?:  Yes  No

Amount of additional income per annum (if applicable): £

Please provide details of any additional income (if applicable):

## Bank Details

Current account held:  Yes  No If yes please enter the following details

Number of credit cards held:

Sort code:

Account number:

Account name:

Name of bank:

Bank address:

Time with bank: \_\_\_\_\_ (years) \_\_\_\_\_ (months)

## Next Of Kin

First name:	Last name:	Relationship:
Phone number:	Mobile number:	Email:
Flat number:	House name:	
House number:	Postcode:	
Street:	Town:	
County:	Country:	

## Additional Information

Have you ever received any County Court Judgements or Individual Voluntary Arrangement against you?  Yes  No  
If Yes please enter details:

Have you ever been declared bankrupt?:  Yes  No  
If Yes please enter details:

Will any pets be kept in the property?:  Yes  No

Will there be smoking at the property?:  Yes  No

Will there be any children living at the property?:  Yes  No (If yes please enter details below)

Names of children	Date of birth
	DD/MM/YYYY ___ / ___ / _____
	DD/MM/YYYY ___ / ___ / _____
	DD/MM/YYYY ___ / ___ / _____
	DD/MM/YYYY ___ / ___ / _____

**Please ensure you have completed ALL applicable fields as failure to do so may negatively impact on your application.**

Agent Assure may use credit reference and fraud prevention agencies to help them make decisions. What they do and how both they and credit reference and fraud prevention agencies will use your information is details in the section called 'Use of Personal Information'.

By signing your agreement to proceed you are accepting that Agent Assure may use your information in this way.

Signed:

Date:

Agent Assure can provide you with specialist Tenants Contents Insurance to cover your possessions, and could help to protect your deposit with their inclusive Liability as a Tenant cover which your letting agent may require as part of your Tenancy Agreement. If you would like to be contacted about this product then please tick here.