



Property Management Department

Application For Tenancy

This form must be completed and signed before any application for tenancy can be formally considered. **Applicants are reminded that in addition to the reference information requested herein they must also provide proof of identification. Personal identification must be in the form of photographic I.D. (i.e. passport or photo card driving licence) and proof of address must be supplied as a utility bill under three months old (mobile phone bills are not acceptable)**

Wilson and Betts charge an 'Application Fee'. This fee is to cover the costs of processing your tenancy request and once paid is non-refundable. Each individual tenant must complete an 'Application For Tenancy' and pay the application fee. NB: Where a guarantor is required, this may attract an additional charge. The fee may be refundable if it is the Landlord that decides not to proceed with the letting of their property.

If your application is successful you will have to pay a deposit. The deposit will not be returned until your tenancy is ended and only then provided your rent is paid in full and the property is returned to our satisfaction. NB: Before the deposit is refunded we will also have to consult with the landlord.

Property.
Property you wish to apply for:

Tenant's Application for Tenancy:

About You

Title:	Mr / Miss / Ms / Mrs	Other (please specify)
Forename:	Surname:	
Current Address:		
Postcode:		
Years at address:		
(If you have lived at this address for less than 3 years, please complete the 'Previous Addresses' section below).		
Home Tel:	Work Tel:	
Mobile:	Fax:	
E-mail:		
DOB:	<input type="text"/>	<input type="text"/>
Tax Code:	NI No:	<input type="text"/>

Current Occupancy Status:

Owner Private Tenant
 Living with relatives Council Tenant

Current Marital Status:

Married Separated
 Divorced Widowed
 Single

Current Employment:

Employed Self Employed
 On Contract Unemployed
 Retired Independent Means
 Student

If Employed:

Is your current post a permanent one? Yes / No
 Is your employment to change in the near future? Yes / No

Please state the reasons why you are moving:	Please give details of any adverse credit history:

Previous Addresses	1	2	3
Address:			
Postcode:			
Years:			

Children	Please list anyone under the age of 18 who will be living with you		
Forename	Surname	Date of Birth	Relationship

References

Please give as many references as possible

Current Landlord			
Name:			
Address:			
Postcode:			
Tel No:		Mobile:	
Fax No:		E-mail:	

Current Employer (Accountant Details if Self Employed)			
Company Name:			Contact Name:
Address:			
Postcode:		Position:	
		Start Date:	
Tel No:		Gross Salary:	
Fax No:		E-mail:	

	Personal Reference	Next Of Kin	Previous Employer
Name:			
Address:			
Postcode:			
Tel No:			
Fax No:			
E-mail:			

Bank*

Bank Name:	Account No:																			
Address:	Account Name:																			
	Sort Code:																			
Postcode:	Telephone No:																			

If you are self-employed please note that we will also require the name and address of your accountant.

Declaration. All applicants are advised to read the following very carefully before signing.

I/we hereby confirm that the information provided by me/us is, to the best of my/our knowledge, true and I/we have no objections to the information being verified by whatever means deemed necessary. I/we understand that the results of the findings will be forwarded to an appointed credit referencing agency, to the appointed agent and/or the landlord and may be accessed again should I/we apply for a tenancy agreement in the future. I/we agree that Wilson and Betts, or their agent, may search the files of a credit reference agency which will keep a record of that search. I/We also understand that no details of the search will be given to me/us by the letting agent and/or the landlord, but that I/we may request the name and address of the credit reference agency to whom I/we may apply for a copy of any information provided. I/we also confirm that, in the event of my/our defaulting on the rental agreement, any such default may be recorded with the credit reference agency and may affect any future application for credit I/we make. I/We hereby authorise the above named bank or building society to respond to status enquiries made in respect of this application. I/we hereby acknowledge that the information, provided above, will be used to assess an application for tenancy. I/We understand that, should a tenancy be granted and the information provided is found to be false, that will be considered sufficient grounds for the landlord or his agent to terminate the tenancy. I/We agree to the information provided being stored on computer. I/we confirm that we are in a position to proceed with the tenancy should this application prove successful. I/we confirm that the deposit required is available and understand that withdrawal from this application may be seen as a breach of contract and I/we hereby agree to compensate the landlord or agent for any cost incurred as a result of our withdrawal.

Signature: _____

Date:

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