



Tenancy Application Form

Please complete in BLOCK CAPITALS and return to the City Lettings office with the required references. Failure to fully and accurately complete any section of this form will result in delays with the processing

Address of property to be let:

Postcode: _____ Tenancy start date: _____

Total Rent per month: £ _____ Rental Period: _____

TENANT DETAILS

Title: _____ First name: _____ Surname: _____

Current Address: _____

Postcode: _____ Period at address: _____

Residential Status: Council Tenant Private Tenant Family/Friends

Date of Birth: _____ National Insurance No: _____

Telephone: _____ Mobile: _____

Have you ever been issued with a county court judgement?: Yes No

Are you aware of any adverse credit history: Yes No

PREVIOUS ADDRESS

Please provide previous address: _____

Postcode: _____ Period at address: _____

CURRENT LANDLORD OR LETTING AGENCY

Name of Landlord or Letting Agency: _____

Address: _____

Postcode: _____ Telephone: _____

EMPLOYMENT DETAILS

Employed: Self Employed: Unemployed: Retired: Student: Starting:

Details of current Employer/Accountant/New Employer (delete as appropriate)

Company name: _____

Address: _____

Postcode: _____ Telephone: _____ Fax: _____

Contact name: _____ Position held: _____

Start date: _____ Gross Salary: _____

Is this position permanent: Yes No

ADDITIONAL INFORMATION

Are you a smoker: Yes No Do you have pets: Yes (specify) _____ No

Do you have children who will be residing at the property: Yes No

If yes, how many? _____ Ages _____

How do you intend paying your monthly rental? (Salary/Sale of house/Benefits etc.) Please specify:

BANK DETAILS

Name of bank: _____

Address: _____

Account in name of: _____

Sort code: _____ Account Number: _____

DECLARATION

I confirm that the information supplied is to the best of my knowledge and belief, true and have no objection to this information being verified by whatever means deemed necessary.

Applicant's Signature: _____

Print Name: _____ Date: _____