

Tenant Application Form



1. Property Details (to be completed by landlord)

Property Address:

Tenancy Period:

mths

Start Date:

Rent :

£

wk/mth

2. Personal Details

Full Name:

DOB:

Daytime Phone No.:

National Insurance No.:

Mobile Phone No.

e-mail address:

Current Address:

Post Code:

Time at address:

yrs

mths

Status at address:

☐

living with family

☐

living with friends

☐

tenant (please provide further details below)

☐

Other, please specify

If less than 3 years at current address please give previous addresses.

Previous address 1 :

Post Code:

Time at address:

yrs

mths

Previous address 2 :

Post Code:

Time at address:

yrs

mths

Previous address 3 :

Post Code:

Time at address:

yrs

mths

Continue on separate sheet if necessary.

Do you intend to have pets at the property

Yes / No

If yes, please specify :

3. Current Landlord/Letting agent details (if you are in rented accommodation)

Name :

Address :

Phone Number :

Fax :

E-mail Address :

Current rent amount :

per wk/mth

4. Housing Benefit Applicant (to be completed if you will be claiming Local Housing Allowance)

Are you currently in receipt of Benefit : Yes / No If yes, complete below

Which Local Authority

Amount Received :

£

per week

Please provide proof of current benefit in the form of most recent letter from local authority.

Will claim be joint or single application on this property : Joint / Single

Please sign authority letter allowing landlord to query claim with Local Authority.

5. Employment Details

☐ Employed ☐ Self Employed ☐ Unemployed ☐ Retired ☐ Other, please specify

Employment Status : Permanent / Part Time / Casual

Employer Name

Address :

Post Code :

Length of employment :

yrs

mths

Contact Name :

Contact Position :

Phone Number :

Fax :

Take Home Pay

£

Per week / month

Please ensure contact name are able to confirm salary/income details and put them on notice to receive a reference request.

If in current employment for less than three months, please previous employment details on a seperate sheet.

6. Additional Residents (sharers) on this tenancy

Full Names of all additional residents

Relationship to applicant

Age (if under 18)

1.

2.

3.

4.

7. Bank Details

Bank Name :

Address :

Postcode :

Time with Bank :

yrs

mths

Account Name:

Sort Code :

Account Number :

8. Additional Details

9. Declaration and Authorisation

I apply for a tenancy as per this application. I confirm that the information provided is true and accurate, and I authorise Sycamore Estates to seek additional information and carry out credit checks and referencing by contact agencies, organisations and individuals as necessary.

I confirm that I have raised any concerns with Sycamore Estates and I understand that tenancies obtained with false information can be terminated. Completing this application does not commit the landlord or tenant to a tenancy.

Your Signature :

Print Name :

Date :