

Property: Code: Rental: £ PCM

Please complete a separate form for each adult who will be living in the property.

Full Name: Mr Mrs Miss Dr Other

Mobile Number: Work Number: Home Number:

Email Address: Date of Birth:

Nationality: Occupation: Smoker Non-Smoker

Pets (type): Children (ages):

CREDIT CHECK/BANK DETAILS Length of Time with Bank:

Account Name: Account Number: Sort Code:

Adverse Credit History: Yes No If yes, provide details:

Present Address:

Occupant Status: Owner Tenant Council Tenant Living with Parents Other

Length of Stay: If less than 3 years, please provide previous addresses Reason for Moving:

REFERENCE 1 Existing Landlord *Please notify them that we will be contacting them.*

Name: Telephone Number:

Email:

Address:

REFERENCE 2 Current Employer *Please notify your employer/accountant that enquiries will be made to verify the below information.*

Company Name:

Contact Name: Telephone Number:

Address: Start Date:

Email: Payroll No:

Annual Salary: £ Full Time Part Time National Insurance No:

Additional Sources of Income: Yes No If yes, how much:

Are you aware of any matters that may cause your employment to change in the near future? Yes No If yes, provide details:

Next of Kin *Other than spouse or live-in partner*

Name: Relationship: Telephone No:

Address:

Do you intend to make a claim for any kind of housing benefit to assist with rent payments Yes No

Date to Start Tenancy: Length of Tenancy: 12 Months 6 Months Other

Please note any specific requests here:

The following tenant fees apply:

Single person:
£180 (inc VAT)

Two persons:
£300 (inc VAT)

More than 2 adults:
£120 (inc VAT) per person

Guarantors:
£60 (inc VAT)

Company Letting:
£250 (plus VAT)

The above fee covers some of the administration costs associated with credit checking and setting up the tenancy. No further fees will be charged for check-outs, check-ins, inventory checks, providing references, or for any further applications to rent any other property through Space Lettings Ltd at any time, as long as the tenant does not breach the tenancy agreement. If rent is paid late, however, then the charge for a reminder letter, text or email is £25 per each occasion the rent is late.

It is understood that the property is accepted in its general condition at time of viewing, unless the landlord or agent has confirmed otherwise in writing. It is the tenant's responsibility to ensure that they fully understand which items of furniture will remain or be removed prior to signing this Tenant Application Form. The landlord/agent will not enter into further discussions on any changes or improvements to the property after accepting the tenancy application.

I have received the Government How to Rent Guide with this application form. I have read and understood my rights.

I understand that if I default on my tenancy obligations, this information may be released (per S35 DPA 1988) to authorised debt recovery agencies and could affect any future applications I make for tenancies, credit and insurance.

It is agreed that Space Lettings Ltd can take up credit and other references, as required, and it is understood that this information may be provided to the landlord of the property. I understand that if any of the above information is found to be false or incorrect then the tenant fee will be used to cover the cost of the administration associated with the aborted tenancy.

I hereby agree that in the event of my withdrawal from renting this property prior to signing the Assured Shorthold Tenancy Agreement, the tenant fee will be used to cover the cost of the administration involved and any expenses incurred by the Landlord (including loss of rent), will be deducted from the portion of the first month's rent payable with the completion of this Tenancy Application Form.

The sum of £500 is submitted by: Debit Card Cash **Made up of the following:** Credit Card Bank Transfer
Tenancy Fee: £
Part of First Month's Rent: £

Signature: **Date:**

Additional Information:

For completion by Space Lettings

Invoice: **Tax Point:**
Tenant: **Property:** **Invoice No:**
Agency Fee: **VAT:** **Total Fee:**